

THE SCHOOL DISTRICT OF PHILADELPHIA TRANSPORTATION SERVICES PARENT NOTIFICATION LETTER

SCHOOL

PICK UP LOCATION:

SCHOOL ADDRESS

AM ROUTE NUMBER:

PICK UP TIME/:

Philadelphia, PA

STUDENT NAME

GRADE/CLASS:

PUPIL ID NUMBER:

STUDENT ADDRESS

DATE:

TYPE OF VEHICLE:

GARAGE:

Philadelphia, PA

RECEIVING SCHOOL:

IT IS IMPORTANT THAT YOUR CHILD BE AT THE PICK-UP LOCATION 10 MINUTES BEFORE THE SCHEDULED PICK-UP

Dear Parent / Guardian,

This letter contains important information regarding your child's transportation services. The information may concern a new route assignment or a revision to your child's current transportation arrangement.

Above please find your child's bus route information including route number, pick-up time and pick-up location. Please review this information for accuracy and keep in a convenient place for reference and emergencies. If any information in this letter is incorrect, for example - wrong school or wrong home address; please contact the principal of the school that your child will be attending so that the correct information can be submitted to Transportation Services.

Please note that school bus drivers are not authorized to make changes to the route schedule. All requested changes must be communicated to the Transportation Services through your enrolled school.

If there is a problem with transportation services, such as a failure of the bus to arrive, please contact Transportation Services at 215-400-4350 option 4 between the hours of 6:30 AM and 6:00 PM.

Should you have any questions or concerns about your child's special education transportation, please contact us via e-mail at osstransportation@philasd.org or call us at 215-400-4350 option 3.

Your child's safety is of the utmost importance to us and we appreciate your assistance in making this a successful school year for all concerned.