



LOYALSOCK TOWNSHIP SCHOOL DISTRICT

PRIMARY CHANGE OF ADDRESS FORM

Questions: 570-326-6508, Ext. 1001



Parent(s)/Guardian(s) in Household: \_\_\_\_\_

New Home Address: \_\_\_\_\_

Proof of residency is required; please provide one of the following:

- Deed Mortgage Statement Lease Utility Statement PA ID/Driver's License

Effective Date of Change: \_\_\_\_\_ Parent/Guardian's Phone Number: \_\_\_\_\_

Table with 3 columns: STUDENT NAME(S), SCHOOL, GRADE. Rows 1-5.

Change Transportation Registration: (allow 48-72 hours processing time)

In order to utilize school bus transportation, the following regulations apply:

- 1. The child/children must be eligible for bus transportation. (Definition: The student's residence to school must be at least 1.5 miles for grades K-6 or 2 miles for grades 7-12 or be located on "PennDOT" designated hazardous roads.)
2. The bus assignment is for every day of the week, every week of the school year. Requests will not be honored for partial weeks or every other week.
3. Bus assignments are determined by the student's primary address and students will be transported to/from this location.
4. Requests for transportation to/from an alternate address requires approval by the Transportation Office and must meet the following criteria:
(a) An open seat must exist on the alternate bus and a new stop is not required.
(b) The alternate address must be located within the school boundaries and at an address which meets eligibility for busing.
(c) It is understood that if a new child/children is enrolled who lives along the bus run and requires a seat on a full bus, your child will be removed and placed back on his/her original bus to your residence. Parents will be given at least three days' notice.

Parents/Guardians will receive written notification of student's bus assignment via US Mail or Email.

Transportation Questions: 570-326-4681

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TRANSPORTATION SERVICES USE ONLY: Previous Bus #(s): End Date:
AM PM BUS #: STOP LOCATION: New Stop: AM PM
AM PM BUS #: STOP LOCATION: Hazardous Route
Alternate Request Denied -- Reason: Non-Reimbursable

Parent Notification Sent: US Mail Email Date: SIS Updated TR SC