



Due to changes in many school districts' transportation policies, no student will be allowed to ride home on another student's bus without permission from their district. It is the parents' responsibility to contact their school district if they wish to have another child ride home with their child on the bus. Parents must have the school district fax a signed permission statement, with the district's letterhead or fax cover sheet, to the school for our files. In addition, once permission is granted, it is both families' responsibility to notify the school the day of the change in transportation and the responsibility of the family of the bus rider to alert the bus company/driver that permission was granted by the district for the change. Copies of your child's school district's transportation policy are available from the Front Office.

Throughout the school year, it is the responsibility of the family of the bus rider to call the child's transportation company and notify them of any changes, including absence. The school's Front Office also needs to be notified of these changes so that the Office Manager can let the appropriate school personnel know. **The Front Office staff must be informed of any changes in your child's transportation routine.** Please use the Transportation Change form found at <http://waldorfpittsburgh.org/waldorcom/wp-content/uploads/2010/06/Transportation-Change-Form2011-12.pdf> to alert the school's Front Office to daily transportation changes. Transportation changes should be delivered to the office or teacher by 9:00 am.

The school does understand that this requirement may create some inconvenience for many families; however, the Waldorf School, the surrounding school districts, and the bus companies have your children's safety in mind. Thank you for cooperation in this matter.

Sincerely,

Elizabeth Leonard  
Office Manager