

Lumberton TOWNSHIP SCHOOL DISTRICT
ALTERNATE BUS STOP REQUEST FORM
2025-2026 School Year

****Form must be submitted to the Transportation Office by
August 1, 2025 to begin on the first day of school.**

Your child is assigned to the bus stop closest to your residence. All transportation is automatically determined to be to and from home. Parents/guardians may request an alternate bus stop location other than the residence by submitting this form. Requests for a change of route / stop location will only be considered when the following conditions are met:

1. The student's residence is eligible for transportation and the student would not normally be a "walker";
2. The bus stop must be a residence, not a local daycare.
3. The proposed stops are within the attendance area of the student's assigned school;
4. The stops are or can be located on the existing routes of the student's assigned school;
5. The request is made for a five day a week basis, not on a rotating schedule, and with the intent that the transportation arrangements requested would be for the full year;
6. The morning and afternoon (AM & PM) alternate bus stop location must be the same;
7. Space availability, if the requested alternate bus stop is on a different route than residence route.

(Please Print)

Student's Name _____

Student's Address _____

Name, Address AND Phone Number of the responsible adult where your child will board the bus in the morning & be dropped off in the afternoon (All five days of the week.):

Please note that the assigned bus stop may or may NOT end up being in front of the residence. The responsible adult will be expected to receive the child off of the bus at the drop off.

Responsible Adult's Signature _____

(Please Print)

Parent's Name _____ **Date** _____

Parent's Signature _____

Parent's Phone Number _____

Alternate transportation arrangements are made available as a courtesy & contingent upon route availability.

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This form must be received in the transportation office before August 1, 2025, for the request to begin on the first day of school.

Requests received:

- between 8/2/2025 - 9/4/25 will go into effect on September 16, 2025
- after 9/4/24 will go into effect 2 weeks after the form is received

Changes to the initial request on the Alternate Bus Stop Form will not be accommodated during the school year. The alternate bus stop will be the permanent stop for the remainder of the school year. Appeals to this policy must be made in writing to the Superintendent, or his/her designee, and the request will be reviewed and may be approved by the Superintendent after Board review.

Parents Initial Here

Alternate transportation arrangements are made available as a courtesy. These arrangements must be for **5 days per week and to the same address for both the AM & PM stops** and are only permissible when there is room on the bus. (Policy 8600). The district has the final decision on if this form is approved. Factors being considered: bus occupancy, location of alternate stop, existing routes and stops, etc.

PLEASE MAIL THIS FORM TO:

OR

E-MAIL TO:

Lumberton Township Schools BOE
Business Office
33 Municipal Drive
Lumberton, NJ 08048

rkraft@lumberton.k12.nj.us

OFFICE USE ONLY

Date received: _____ :

Alternate AM/PM Bus/Stop: _____

Home Bus/Stop: _____

Approval: _____