



TO: **Elementary Parents/Guardians of Registered Bus Riders**
FROM: Wakefield Public Schools Transportation Department
DATE: 2026/2027 School Year
RE: Transportation Regulations for Student Drop off/Permission Slip

The safe transport of students to and from school is the primary concern of both the Wakefield Public Schools and our bus company. As you have registered your child for school bus transportation this year, we must ensure that a parent /guardian or designated adult meets your child at the bus stop at the end of the school day. Guidelines for this procedure are as follows:

1. If a parent/guardian does not meet the bus, the child will be returned to their school for the parent to be called to pick up the student.
2. If the school is closed, the child will be brought to Wakefield Public Schools, Central Office at 60 Farm Street, and the parent/guardian will be called and informed of the pick-up site.
3. If no parent/guardian has arrived by 4:30 p.m. when the Central Office closes, the child may be brought to the Wakefield Police Station and the Police Department will notify the parent.
4. If a parent wishes to give permission for their elementary school child to walk from the bus stop, please complete the form below and return to your child's school.

CUT HERE AND RETURN TO YOUR CHILD'S SCHOOL

School Year 2026/2027

Child's First and Last name: _____

Child's address: _____

Parent/Guardian name: _____ Phone: (C) _____

Parent/Guardian signature: _____

School/Grade: _____ Date: _____

Afternoon Bus Stop: _____ Bus #: _____

☐ I give permission for my child to walk unaccompanied (without an adult) to and from the designated bus stop.

Daytime phone number a parent/guardian who can be reached **before 4:30 p.m.** _____

If any changes occur during the school year, please update this form and return to the appropriate school principal.

School/Transportation Department Use Only:

Date Received _____ School Signature _____ Sent to NRT _____