



Saranac Central School District

Jessica DuBrey
Head Bus Driver/Acting Transportation Supervisor
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Dear Parent/ Guardian:

The safety of your child(ren) is the number one priority of the Saranac Central School District. In order to ensure that the Saranac Transportation Department is meeting this goal, your support is needed.

At the Elementary level, it is the practice of the district for an **ADULT to be VISIBLE by the bus driver** at the afternoon drop off location.

By signing the attached form, you are allowing a bus driver to drop off your child WITHOUT seeing an adult present. Therefore, if an adult is unable to be visible and/or present at the time of drop off, your child would be allowed to exit the school bus and proceed to the home regardless. It is important to understand that the driver nor the school district would then be responsible should the child be dropped off without an adult present at the home. By signing this form, you are granting permission for this action to take place.

Updated bus note(s) are needed **ON AN ANNUAL BASIS** for a child to be dropped off at a different location other than home. Please indicate the person's name, physical 911 address, phone # and what days they will be dropped off there. If your child does not have a bus note, they will be transported home. If there is a change in drop off location for the day, **YOU MUST** call the school office **BEFORE 1:00pm**. Email is not an acceptable form of communication for this purpose.

There is no longer the option to bring students back to the PALS program at school if there is an issue during student drop-off. We ask for your help in ensuring safe drop-offs.

We appreciate your continued support. If you have any questions, concerns or need for clarification, please feel free to call the Transportation Department at 518-565-5630.

Sincerely,

Jessica DuBrey
Head Bus Driver/Acting Transportation Supervisor

Please return to your Child’s Classroom Teacher IF you agree to the terms stated below. If you do NOT agree to the terms stated below, no further action is necessary.

By signing the attached form, you are allowing a bus driver to drop off your child WITHOUT seeing an adult present. Therefore, if an adult is unable to be visible and/or present at the time of drop off, your child would be allowed to exit the school bus and proceed to the home regardless. It is important to understand that the driver nor the school district would then be responsible should the child be dropped off without an adult present at the home. By signing this form, you are granting permission for this action to take place.

YES, I am granting permission for the bus driver to drop my child(ren) off WITHOUT seeing an adult present. My child(ren)’s name(s), grade(s) and teacher(s) names are as follows:

Student Name	Grade	Teacher
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Parent/ Guardian Signature

Date

Parent/Guardian Print Name