



BUS STOP LOCATION REQUEST CHANGE FORM

Requests received at the beginning of the school year will **NOT** be reviewed until after September 13, 2022.

Parents/Guardians interested in changing the location of a bus stop may submit a request. Please complete the information requested below and email this form to: busroutes@sd308.org or you may fax this form to the number below. All requests will be reviewed within seven to ten business days from the date received. Parents/Guardians will be notified by the Transportation Route Coordinator whether the request has been approved or denied.

Please note the following examples, although not inclusive, will **NOT** be considered for a bus stop change request:

- An Illinois Department of Transportation (IDOT) study determines a serious safety hazard does not exist between the home and bus stop
- Parent/Guardian is not able to see the bus stop from the residence
- Household schedules
- Bus stop is located .50 miles or less from the residence for K-12th grade students
- Residence is located within a cul-de-sac, involves a dead end street or in an area the school bus would require backing
- Bus passes directly in front of the residence

PARENT/GUARDIAN TO FILL OUT THIS SECTION

Please Print Below

Name of Student: _____ School: _____

Contact Name: _____ Phone #: _____

Parent/Guardian Email Address: _____

Current Bus Stop: _____

Requested Bus Stop: _____

Reason for request: _____

55 Stonehill Road | Oswego, IL 60543
Phone: (630) 636-2999 | Bilingual: (630) 636-2986 | Fax: (630) 636-2990

For office use only:

Received _____ Initials _____ Approved _____ Denied _____ Parent notified _____