



Section Bus Stop Change Request	Page 1 of 1
	Date November 30, 2009

Statement	<p>Requests for a bus stop change can be completed by parents/guardians on Form-TR-07 and submitted by the school for consideration by WESTS.</p> <p>Bus stop change requests will not be reviewed until all eligible students have been processed for transportation, which normally is completed by the end of September.</p>
Procedures	<p>Bus stop change requests will be reviewed looking at the guidelines for routing and bus stop location. This includes looking at safe stopping distances for vehicles, number of students using the stop, physical attributes of the stop and the implication on the timing for the bus route.</p> <p>If approved WESTS will inform the operator, school and parent through the GeoQuery route software.</p> <p>Bus stop changes will not be considered for courtesy riders.</p>

Approved by Motion: ETC# 09-08

Approval Date: December 10, 2009