

BRICK TOWNSHIP PUBLIC SCHOOLS

2023/2024

STUDENT CHANGE OF PICK UP/DROP OFF ADDRESS

Daycare & Non Daycare Bus Stops

EFFECTIVE DATE: \_\_\_\_\_

Student Name \_\_\_\_\_ GRADE \_\_\_\_\_

School \_\_\_\_\_ ID # \_\_\_\_\_

Reason for Change \_\_\_\_\_

Previous Pick Up Address \_\_\_\_\_

New Pick Up Address \_\_\_\_\_

 **MUST BE WITHIN THE SCHOOL BOUNDARY / 5 days per week**

Previous Drop Off Address \_\_\_\_\_

New Drop Off Address \_\_\_\_\_

 **MUST BE WITHIN THE SCHOOL BOUNDARY / 5 days per week**

Daycare or Babysitter: Name/Address/Phone \_\_\_\_\_

Parent/Legal Guardian Name \_\_\_\_\_  
(Please Print)

Phone \_\_\_\_\_ Email \_\_\_\_\_

Signature of Parent / Legal Guardian \_\_\_\_\_  
(Please circle one)

Forms must be handed in to student's school of attendance by **August 1st** to be effective for the opening day of school. Any changes received after August 1<sup>st</sup> will be completed as quickly as possible.  
**Changes in pick up/drop off location must be submitted every year.**

Please note: Changes are for established bus stops only.

Office Use Only

Parent/Legal Guardian Proof of Identification Yes \_\_\_\_\_ Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Date Sent to Transportation \_\_\_\_\_ COPIES: \_\_\_ Transportation \_\_\_ Student's Cum Folder \_\_\_\_\_