

# HEMPFIELD SCHOOL DISTRICT

## Non-Public School Enrollment/Request for Transportation Form

Hempfield provides bussing to Non-Public students that attend a school within ten miles of the District's boundaries. In order to receive bussing for your Non-Public student;

- **The below form needs to be completed in totality annually. *Failure to complete this form annually will result in your student(s) not being assigned to a bus for either a regular schedule or a SOP.***
- **Your Non-public school will need to send us an updated roster with your student listed.**
- **Hempfield Student Services may require some additional information to verify residency.**

When transportation is arranged for your student(s), you will be notified of the plan via email, bus letter in the mail, or a phone call prior to the implementation. If your need for bussing should change during the school year, you may resubmit this request form. Any changes to your Special Operating Plan (SOP) needs should be submitted at least two weeks prior to the event. If we have a SOP, a detailed letter will be mailed out about one week prior to the date of the event.

Non-Public School Name: \_\_\_\_\_ School Year 2019-2020

Parent/Guardian's Full Name (1) \_\_\_\_\_

Parent/Guardian's Cell #: (1) \_\_\_\_\_ Parent/Guardian's Email: (1) \_\_\_\_\_

Parent/Guardian's Full Name (2) \_\_\_\_\_

Parent/Guardian's Cell #: (2) \_\_\_\_\_ Parent/Guardian's Email: (2) \_\_\_\_\_

Home Phone \_\_\_\_\_ Emergency Contact Name \_\_\_\_\_

Emergency Contact Phone \_\_\_\_\_

Home Street Address \_\_\_\_\_ Zip \_\_\_\_\_

<u>Full Name of Student</u>	<u>School Name</u>	<u>Grade</u>	<u>Birthdate</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**REGULAR BUSING SCHEDULE (When Hempfield is in session) (Check the appropriate below):**

AM
  PM
  No Transportation Required

**SPECIAL OPERATING PLAN (days Hempfield is not in session but your school is open) (Check the appropriate below):**

We are requesting Hempfield bussing for days when Hempfield is not in session.

AM
  PM
  No Transportation Required

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_

**Please return this form to:**

**Transportation Office, Hempfield School District**  
**200 Church Street, Landisville, PA 17538**  
**FAX (717) 459-5119 or email to: [mandy\\_houck@hempfieldsd.org](mailto:mandy_houck@hempfieldsd.org)**