

# Waterville Central School District

## *Request for Bus Transportation*

- Please submit as far in advance as possible and not less than 1 week
- Submit request with copy of permission slip, roster and trip itinerary
- If a substitute is needed, please arrange through Aesop

Date of Trip(s): \_\_\_\_\_ Group: \_\_\_\_\_

Destination/Address: \_\_\_\_\_

\_\_\_\_\_

Chaperone(s)/Sponsor

Name/Phone: \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

E-mail address: \_\_\_\_\_ @ \_\_\_\_\_

Number of Students/Adults taking trip: \_\_\_\_\_ / \_\_\_\_\_

Departure Time from location: \_\_\_\_\_ @ \_\_\_\_\_

(ie. MPS, HS cafeteria, Music Wing)

Pick-up Time for Return: \_\_\_\_\_ Location of Pick-up: \_\_\_\_\_

\*\*\*\*\*

NURSE NOTIFIED: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

*(Principal)*

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

*(Superintendent)*

Waterville Central School Transportation Department - (315)-841-3787  
Ethan Ostrander, Supervisor      email: [transportation@watervillecsd.org](mailto:transportation@watervillecsd.org)