

Listed below are the guidelines for alternate transportation request for the Milford Exempted School District:

- We will transport to a business daycare if an established stop exists, and there is room on the bus for additional riders.
It is the responsibility of the daycare to ensure safety to and from the stop location.
- The morning schedule may vary. The sitter's stop location must be within your school's attendance area. An alternate transportation form and a Monday through Friday schedule are required.
- The schedule for the drop off location in the afternoon must also be Monday through Friday.
- Sitter's home resident must be located within your student(s) school boundary attendance area.
- There must be space on the bus for the alternate location.
- We can only transport to one location in the afternoon other than the home stop location.
- Drivers are not permitted to accept handwritten notes.
- No exceptions.

Kindergarten Students

- An alternate transportation or shared parenting form is required.
- The sitter and home stop location must be in the same Kindergarten session AM/PM.
- If your Kindergarten student is enrolled in the Milford Extended Day Program and Milford transports your student to or from their elementary school at noon time, this would be counted as one location other than the home stop location.

Students in grades 1 through 6

- An alternate transportation or shared parenting form is required.
- If your student attends Extended Day in the morning, you are permitted to have an alternate stop location in the afternoon.
- If your student attends Extended Day in the afternoon, you are permitted to have alternate stop locations in the morning.
- A Monday through Friday schedule only.
- Students in the Milford Extended Day Program use the varied day's schedule.

Students in grades 7 through 12

- An alternate transportation or shared parenting form is required.
- A schedule is not necessary; it is the student's responsibility to know their schedule.

Shared parenting:

- A shared parenting form is required.
- Only two stop locations are permitted:
 - One stop location for the Mother
 - One stop location for the Father
- Your child's school must have paperwork with the shared parenting information.
- Both stop locations must be within your student's elementary attendance area.
- You will also need to provide a calendar for the school year if your student's schedule varies--k-6.
- If your student is on the same schedule each week, a calendar is not required.

