
TRANSPORTATION PICKUP & DROPOFF PROCEDURE

Approved 8/16/06

The goal of Keystone School District is to offer flexibility in our student transportation to aid working parents as well as providing safe, consistent and secure transportation operations for our students.

KSD allows the parent to choose one pickup and one dropoff point for each child. Students are asked to be at their bus stop five (5) minutes prior to their normal bus arrival.

This procedure allows:

- (1) The pickup and dropoff points need not be the same. However, the two points chosen must remain the same for the entire school year.
- (2) These two points must reside within the boundaries of Keystone School District.
- (3) The two points may be designated as the residence of a parent, grandparent, immediate relative, designated emergency contact, daycare or parents place of work.
- (4) Parents are welcomed to pickup or dropoff their children at the Elementary or High School buildings. Only parents or legal guardians are permitted to sign out and remove a student from school OR to authorize another individual to sign out and remove a student from school.

This procedure prohibits:

- (1) Pickup and dropoff points from changing from day to day OR week to week, unless an emergency dictates otherwise. Any change due to any emergency must be pre-approved by the Elementary or High School Offices.
