

CONEWAGO VALLEY SCHOOL DISTRICT



Transportation Request Form

130 Berlin Road
New Oxford, PA 17350
717-624-2157 Fax: 717-624-5020

Please return by April 11, 2025

Please sign back of form

Conewago Valley School District requires the following information from students living in the district who are enrolled in schools other than the public school for the **2025-2026** school year.

Parents requesting transportation must use one form per child.

A post card will be sent in August with your child's bus number, stop location and approximate times. Please disregard this post card once the bus route is well established. The initial times vary at the onset of every new school year due to amount of enrollment changes.

Changes for the first day of school will be guaranteed if received by CVSD before August 8, 2025.

For changes or concerns, please contact: transportation@cvcolonials.org

Today's Date _____

Student's Name _____ DOB _____

School Attending _____ 2025-2026 Grade _____ **K-12 only**

Parent(s) with whom student resides: _____

Address: _____

City _____ E-Mail _____

Phone: Home _____ Cell: _____ Work: _____

Sitter Name, Address and Phone Number (if applicable): _____

Transportation Requested: ☐ AM ☐ PM ☐ AM and PM ☐ NO Transportation Needed
Health concerns: _____

School Use Only: Please certify the above-named child is enrolled in your school:

Name of School: St Teresa of Calcutta Telephone: 717 637-3135

Principal or Designee's Signature: Julie Deal

Start Date: 8/18/2025 Start Time: 8:00 Dismissal Time: 2:40 CC
2:50 MC

Schools: Please return completed form to Conewago Valley District Office by April 18, 2025



STUDENT TRANSPORTATION GUIDELINES

(Copied onto back of Transportation Request Form for parents to acknowledge)

Bus Stop Assignments

Each student being transported to school by a District-owned or contracted bus service shall have a *single, consistent pick-up* and a *single, consistent drop-off* which is within district boundaries.

Variations from these may be made on a given day if the parent or legal guardian notifies the school or transportation department, preferably in writing, with infrequency, and should be based on an unusual and non-recurring circumstance.

Delays and Early Dismissals Due to Weather

Example #1:

If your child's school of attendance is in Gettysburg School District and Gettysburg decides to have weather-related two-hour delay and CVSD is running on time; your child's transportation will run on normal schedule. Your child's school should have a staff member on the premises to take care of the students when they arrive early.

Example #2:

If your child's school is running on time and CVSD has a two-hour delay, we will transport your child according to the CVSD two-hour delay (2 hours late).

Example #3:

In-Service Days – If CVSD has an in-service day, but your child's school does not have an in-service day, you child *will* be transported.

Questions regarding this policy may be addressed by contacting the CVSD Transportation Department @ 717-624-2157 ext 1010 or email transportation@cvcolonials.org.

Thank you.

Parent Signature of Acknowledgement

Date

After 4:00 pm, transportation questions can be directed to Lincoln Coach Lines at 717-637-7104.