



Ridership Contract Request for Middle and High School Transportation

According to Superintendent's Policy EEA, middle and high school students who live beyond one and one half mile are eligible for transportation.

This application (privilege) is for those students who reside within the walk area, live outside the district boundaries and have been accepted to attend a Westminster Public Schools school by the designated principal, or are attending a school other than their assigned school, and can access a designated stop safely.

Terms of Application:

1. Applications may be printed from our Transportation web site.
2. Only completed applications will be accepted no earlier than the first week of school. Incomplete applications will be marked as such and disregarded.
3. A **separate** application must be completed for each student applying to ride.
4. We will begin releasing seats no earlier than three (3) weeks after the first day of school.
5. Requests will be processed based on the date and time received. **Space is limited.**
6. You will be notified via telephone in regards to ridership status. **Prior to your notification**, other arrangements for your student's transportation to and from school **must** be made.
7. When a seat has been released to the student the student will manually be add to the roster.
8. Service will be scheduled from the Residential address listed on the application and verified by the information located in your students' school records.
9. Applications must be resubmitted annually.

Conditions for Ridership:

1. Parents and students must complete the application below and return it to the Transportation Department. To submit your application, you may e-mail a copy to the Transportation Manager, hand deliver to school or transportation office and/or the U.S. mail delivery service.
2. Students must be able to safely access a current bus stop location. Stop locations and times will not be altered to accommodate ridership requests.
3. Students must have a current year ID/ZPass and utilize the bus stop they have been approved for; changing or "hopping" buses is not permitted. If the student requires a different route or stop location, a new request must be completed and will be processed using the same approval process. If a new stop location has been awarded, a new Zpass will be issued.
4. These conditions only apply to regular route stops and are not applicable to special needs routes.

Revocation Conditions:

1. All students shall abide by the Student School Bus Code of Conduct stated in the Student handbook. **ANY** violation of these rules conducted by a student on a Ridership contract **will result in** loss of ridership status for the remainder of the school year.
2. The bus reaches a safe capacity with eligible riders requiring transportation based on District policies. Transportation will be rescinded on a last approved, first off basis. Safe capacity is determined at **80%** of the school bus manufacturer's **recommendations**.
3. The bus route changes or the approved stop is eliminated.



Transportation Department *7002 Raleigh Street * Westminster, CO 80030 * (303) 427-1977 Office
 Transportation Manager email: JMonroe@WestminsterPublicSchools.org

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*Student Name _____ *Application Date: _____

*Current Grade _____ *Applying for school year: _____

*Parent/Legal Guardian _____

*Current address _____

*Home/Cell Phone _____

*Email address _____

*WPS School of Attendance _____

Please check one:

- * _____ My student lives within the walk parameters of their school of attendance and can safely access an established bus stop.
- * _____ Our residence is outside of Westminster Public Schools boundaries and has been accepted to attend the above mentioned school by the principal. They can safely access an established bus stop.
- * _____ My student is attending a Westminster Public Schools school other than their school of attendance and can safely access an established bus stop.
- * _____ My student is eligible to ride a Westminster Public Schools bus, due to circumstances my student is requesting to access a stop other than their assigned route and can safely access an established bus stop.

The stop located at _____, is the stop location I deem a safe location for my student to obtain transportation.

Please sign and date below indicating that you and your student have read and agree to the terms and conditions within this contract.

* _____
 Parent signature _____ Date _____

* _____
 Student signature _____ Date _____

_____ Date _____
 Administration Signature of Transportation Manager or Designee

Notification Confirmation Date

- **REQUIRED INFORMATION**