



Request for Transportation Service Reconsideration

The provision of student transportation is provided by the Board on the basis of ST.01 - Student Transportation policy and ST.01 Student Transportation procedure. Should a parent/guardian believe that the transportation arrangements are not consistent with the Student Transportation policy and procedure, a review of those arrangements can be requested. Please submit your request to the General Manager of Hamilton-Wentworth Student Transportation Services.

Date:	_____		
Name of Parent/Guardian:	_____		
Student Name	_____		
Home Address	_____		
School	_____	Grade	_____
Phone No:	_____		
Email:	_____		
Pick-up/drop off location:	_____		

Brief description of request:

1. Describe your request and specify, if relevant, which policies and/or procedures were not followed or what new information/facts pertinent to your initial request should be considered?

2. Describe attempts at resolution: With whom did you talk? When? What was the outcome? What resolution are you expecting?

.....
Signature