

August 7, 2018

Dear Parents and Guardians,

According to our records, your child has an alternative address form on file. Please know that the alternative transportation arrangements reflected on your form are for the 2017-18 **school year only**. The alternative address form may be for am and/or pm transportation.

In the fall, all students will be routed for am/pm transportation **according to their home address**. Should you need alternative transportation for the 2018-19 school year, please fill out the attached form.

Alternative location will be the permanent address for drop-off and/or pick-up and it MAY NOT be changed from week to week. It must be on a regularly established bus route at that time of day and the actual stop location assigned will be an already established school bus stop.

Your form can be emailed directly to our transportation department at lblood@mayfieldschools.org, or mailed to:

Transportation Department
Attention: Alternative Address 2018-19
1115 SOM Center
Mayfield Heights, Ohio 44124

Thank you for help in this matter.

8/7/2018