

SCHOOL BUS HOME-DROP-OFF NOTICE

Form No. 28 | Safe handover of students using school transport

IMPORTANT A responsible parent/guardian must be present at the designated home drop-off point before the school bus arrives.

Parent / guardian requirement

In accordance with Ministry of Education instructions and transportation authority policy, a responsible adult must be present at the home door or designated drop-off point to receive the child.

If no adult is present

The bus supervisor will return the student to school. The parent/guardian must then collect the child from the school administration.

Safety and record keeping

Student safety requires a secure adult-to-adult handover. This official administrative notice should be kept on file in the Student Affairs Office.

SHARED RESPONSIBILITY Families and the school transport team must work together to ensure every student arrives home safely.



Principal: _____