

Request for General Education Transportation Services

Transportation Department

1000 Selby Street
San Francisco, CA 94124
Tel: (415) 695-5505
Fax: (415) 695-5759
Office Hours: 8:00 am – 4:30 pm

On-line Bus Schedules (PDFs):

<http://www.sfusd.edu/en/transportation/school-bus-schedules.html>

Step by step:

- 1) Have a bus schedule ready before you start filling out the form.
- 2) Complete and sign the attached "Request for General Education Transportation Services" form. **Forms submitted without a signature cannot be processed.**
- 3) Return your completed form to one of the following locations:
 - **Transportation Department**
1000 Selby Street,
San Francisco, CA 94124
Tel: (415) 695-5505
Fax: (415) 695-5759
Office Hours: 8:00 am – 4:30 pm
 - **Educational Placement Center**
555 Franklin St., Rm. 100
(cross street: McAllister)
Office Hours: 8:00 am – 4:30 pm



FOR 2015-2016

All students planning to ride a school bus must submit this request for transportation services.

*This request form is for **general education transportation services only**. If your child is in special education and utilizes general education transportation services you also need to fill out this request form. If your child is in a special education program and receives special transportation services please refer to your child's Individual Education Plan (IEP) for more information.*

The district offers **limited general education transportation** services to a limited number of SFUSD's elementary and middle schools. **If your child is enrolled in one of the SFUSD schools receiving general education transportation services** they may participate in transportation services, subject to availability. To ensure equitable access to this limited resource, you must request general education transportation services on behalf of your student(s).

To complete this form you need the bus schedule for your child's school. You can get this by: **(a)** printing it from the web at <http://www.sfusd.edu/en/transportation/school-bus-schedules.html>; or **(b)** picking up a copy at the Transportation Department at 1000 Selby Street or at the Educational Placement Center at 555 Franklin Street (Room 100); or **(c)** by contacting the Transportation Department at 695-5505 and asking them to mail you a copy of the bus schedule.

There is no guarantee that general education transportation services will be available, and all requests for service will be subject to the SFUSD Transportation Department's review and approval. SFUSD reserves the right to change, reduce, allocate, or deny services or service routes, at any time, based on budgetary and other constraints. Parents will be notified in advance of any changes that impact their student's transportation services.

Since SFUSD may not be able to provide general education transportation services to all families who request services, we encourage you to review the following web pages to explore other transportation options: www.sfmta.com, www.sfsaferoutes.org, www.schoolpool511.org.

The Transportation Department shall notify all families who requested service whether their request for transportation has been received. Please contact SFUSD Transportation Department at (415) 695-5505 if you have any questions.

The information provided in this form is merely for the District's transportation planning purposes. Information provided herein will not be used to monitor daily individual student use of transportation services.

