



LONDON CITY SCHOOLS

380 ELM STREET • LONDON, OHIO 43140 • TEL: 740-852-5700
• WWW.LONDON.K12.OH.US

SITTER REQUEST FORM

THIS IS FOR TRANSPORTATION PURPOSES

(THIS IS NOT AN ENROLLMENT FORM FOR NEW STUDENTS)

PARENT OR GUARDIAN-PLEASE FILL OUT INFORMATION BELOW
PLEASE BRING TO LCS 380 ELM STREET, 2ND FLOOR LONDON OH 43140

Student: _____ GRADE LEVEL- _____

Student: _____ GRADE LEVEL- _____

Student: _____ GRADE LEVEL- _____

Student: _____ GRADE LEVEL- _____

Student: _____ GRADE LEVEL- _____

Student: _____ GRADE LEVEL- _____

Student: _____ GRADE LEVEL- _____

(PLEASE LIST INDIVIDUAL STUDENTS NAMES ON LINES PROVIDED ABOVE WITH NEW 2014/2015 GRADE LEVEL)

OLD ADDRESS _____

- Surrey Lane and Northview Drive are considered within the walking zone.

SITTER ADDRESS _____

Parent/Legal Guardian: _____

Telephone: () - - _____

Emergency Contact/Telephone: _____ () - -
(Emergency Contact Name) *(Emergency Contact Telephone)*

**PLEASE RETURN THIS FORM IN PERSON TO THE LONDON CITY SCHOOLS TRANSPORTATION DIRECTOR
LOCATED AT THE LCS BOARD OF EDUCATION OFFICE MONDAY THROUGH FRIDAY 8:00 AM TO 3:30 PM. ONCE
RECEIVED IT WILL TAKE 48 HOURS FOR THE CHANGE TO BE EFFECTIVE**

Special Instructions: _____

**THE TRANSPORTATION DIRECTOR WILL USE THIS NEW SITTER REQUEST INFORMATION TO
ASSIGN A NEW BUS STOP & BUS NUMBER ALONG WITH AM & PM PICK UP & DROP OFF TIMES.
YOU WILL BE NOTIFIED PRIOR TO THE CHANGE WITH THE UPDATED BUS INFORMATION. (IN
ADDITION, PLEASE CONTACT YOUR STUDENTS BUILDING OFFICE WITH ADDRESS & PHONE
CHANGES)**