

Black Butte School Bus Policy

BBS currently has two bus drivers, Gary Gray and Daniel Petke. Both use this transportation email to monitor any changes to a student's bus routine: transportation@blackbutte.k12.or.us.

When the after-school destination or bus routine of a student is changed from the regular routine (including absences), the Principal and Bus Driver must have written notification from the parent/guardian; this can include email. *Any and all changes to a student's bus routine must be submitted by 2:15pm* (or 12:00pm on Wednesdays).

Please email both the Bus Driver <u>transportation@blackbutte.k12.or.us</u> and
 Principal <u>dsharp@blackbutte.k12.or.us</u>.

In an emergency, parents/guardians may call the school at (541) 595-6203 to notify them of a change of destination. You must do so before 2:15 p.m. If your call goes to district voicemail, please do not assume that the Bus Driver received the notification of the change. Please call back to ensure that your message has been received. If you do not receive confirmation of the change in writing, please expect your student to follow their typical after-school routine.

If your child will be absent from school, please email their classroom teacher in addition to the Bus Driver and Principal.