

**IOWA COUNTY TRANSPORTATION (ICOT)**  
**1680 FRANKLYN AVENUE, PO BOX 191**  
**MARENGO, IA 52301**

**ICOT PRE-SCHOOL/HEADSTART TRANSPORTATION ENROLLMENT FORM:**  
**SCHOOL YEAR 2019-2020**

The following information must be completed and on file at the ICOT office prior to beginning transportation for your child. Parent/guardian signature is required.

CHILD'S NAME and Date of Birth: <span style="float: right;"><b>Gender – M / F</b></span>	PARENT/GUARDIAN NAME(S):
PARENT/GUARDIAN CONTACT PHONE NUMBERS: (HOME)  (WORK)  (MOBILE)	PARENT/GUARDIAN MAILING ADDRESS:

**SCHOOL NAME, DAYS AND CLASS TIMES: (Circle All That Apply)**

				SPECIAL NOTES
Iowa Valley Pre-school	Mon Tue Wed Thur Fri	AM	PM	
LIS	Mon Wed Fri	AM	PM	
LIS	Tue Thur	AM	PM	
'Burg Comm Pre-school	Mon Wed Fri		PM 12-3:20	
'Burg Comm Pre-school	Tue Thur	AM 8-10:30		
Lil Raiders	Mon Tue Wed Thur	AM	PM	

SECONDARY CONTACT NAME(S):	SECONDARY CONTACT PHONE NUMBERS: PHONE NO.  PHONE NO.
PICK-UP ADDRESS:	RETURN ADDRESS:

Email address(es) for billing/balance information and/or inclement weather notifications:

Ride Cancellations/Student Pick-up or Drop-off Changes: Ride cancellations or changes to student pick-up or drop-off locations must be called into the ICOT office **NOT LATER THAN 7:30 A.M.** Drivers will not accept changes while on the route. Failure to notify the ICOT office by 7:30 that a child will not ride will result in you being charged for all rides scheduled for that day.

I have received and read the ICOT Pre-School Enrollment Information Packet for the 2019-2020 school year. I have read and understand the above statement regarding notification of ride cancellations and/or changes.

\_\_\_\_\_  
(Parent/guardian signature and date)

## **Rider Conduct:**

**Taking into consideration the age level of the children, they will be expected to follow some basic rules to be eligible to ride the bus or utilize the Iowa County Transportation services. These rules include:**

- Wearing seat belts at all times while being transported (driver will ensure proper fastening and adjustment before moving the vehicle)
- Remaining seated with seat belt fastened while the vehicle is in motion
- No eating or drinking while on the bus/van
- No inappropriate language, fighting or throwing of items
- All food, treats, gifts, completed projects/crafts, etc. must be in a closed container (back pack, plastic bag, etc.)

## **Infractions:**

**Progressive actions may be taken for rules infractions. Steps to be taken shall be as follows:**

1st infraction – notification from driver to passenger as to what the infraction was and what is/is not allowed

2nd infraction – same as above plus verbal notification to school staff

3rd infraction – same as above plus written notification to ICOT Director who will notify the parent/guardian/childcare provider via phone or in person

4th infraction – suspension of riding privileges for three scheduled ride days

5th infraction – permanent revocation of riding privileges for the remainder of the school year

**ICOT reserves the right to immediately suspend or revoke riding privileges for what it considers to be serious rule and/or safety violations. By signing below I agree that I have read and understand the above mentioned rider policy.**

**Parent/Guardian's name (print):**

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**Parent/Guardian's name (sign):**

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**Child's name (print):** \_\_\_\_\_