

# ETHEL SCHOEFFNER ELEMENTARY



## TRANSPORTATION CHANGE

Today's Date \_\_\_\_\_

Teacher's Name \_\_\_\_\_

Student's Name \_\_\_\_\_

Date(s) the change will take place \_\_\_\_\_

Instructions for change:

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Parent's Signature \_\_\_\_\_

**ALL NOTES MUST BE IN THE OFFICE**  
**BEFORE 2:30 p.m.**  
**ON REGULAR DISMISSAL DAYS**  
**AND BY 10:30 a.m. ON EARLY DISMISSAL DAYS**

- \* *This note can be sent to school with your child*
- \* *This note can be faxed to 985-725-0131*
- \* *This note can be scanned & emailed or the contents of this note can be emailed to: [esebus@stcharles.k12.la.us](mailto:esebus@stcharles.k12.la.us)*
  - *when emailing – expect a reply of confirmation*
  - *email MUST come from parent's/guardian's email address on file in lieu of signature on form*
  - *please resend if you do not receive confirmation of email received*