



TRANSPORTATION GUIDELINES FOR SPECIAL NEEDS STUDENTS

Transportation will be provided to Special Education students as related services per IEP Team decision and will be determined on a case- by- case basis.

Should the IEP team determine transportation is required; students will be transported to and from their primary residence. In the interest of safety, any exceptions to this policy must be approved by the Director of Special Education. Request forms are available from your child's teacher or at the Community School Services Building, 301 West Decherd Street, Tullahoma, Tennessee (931) 454-2639.

Parents are requested to watch for buses at the designated pickup and delivery times. We must make every effort to ensure students arrive at school on time; therefore students must be prepared to board the bus as soon as the bus arrives.

Bus drivers will make every effort to notify parents of anticipated arrival times. Parents or a designated person must be on hand to receive students upon departure from the bus. **Should there be no one available to receive student(s), they will be returned to Robert E. Lee Elementary and placed in the Extended School Program for which parents can be billed.**

The number for RE Lee is 931-454-2636 and students should be picked up at the loading dock entrance. If contact with family cannot be made, the Tullahoma Police Department will be contacted to assist in locating the family OR contacting the Department of Children Services.

A handwritten signature in cursive script that reads 'Tammy Hatfield, Ed. D.'.

Dr. Tammy Hatfield
Director, Special Education

I have reviewed and understand the Transportation Guidelines.

Parent/Guardian Signature _____