



BEFORE/AFTER SCHOOL TRANSPORTATION CHECKLIST

This form is to be used when children are transported from the child care facility to school or from school to the child care facility.

INSTRUCTIONS

Use a check { ✓ } to show the child is present at each location. A check { ✓ } must be placed in the box for each child showing the child entered the vehicle at the child care facility and left the vehicle at the school, if child care facility to school transportation is provided. A check { ✓ } must be placed in the box for each child, showing the child entered the vehicle at the school and left the vehicle at the child care facility.

Use the letter {A} in the appropriate box to show the child is absent.

Use the comments section to explain any unusual situation, such as the parent picks the child up at school or the facility only transports the child in the afternoon.

A separate checklist must be used for each vehicle.

Destination (school): Ware Ferry Date (week of): 5/12 - 5/16, 2005

Driver's name: Anthony Fennell Time of trip: From: 7:15 To: 3:30

Name (s) of caregivers/adult riders: Luannan Payne Ages of children: 6 - 11

Child's name	Monday				Tuesday				Wednesday				Thursday				Friday			
	Depart Facility	Arrive School	Depart School	Arrive Facility	comments	Depart Facility	Arrive School	Depart School	Arrive Facility	comments	Depart Facility	Arrive School	Depart School	Arrive Facility	comments	Depart Facility	Arrive School	Depart School	Arrive Facility	comments
Michael Cosby	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	
OSVIA Hargood	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	
Kalynn Ezzenure	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	
Carson Taylor	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	
Okwanus Okpode	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	
Mitchell Pichayoshi	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	
Carabella Worne	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓	✓	
Signature of Person completing checklist in a.m.	a.m. signature				a.m. signature				a.m. signature				a.m. signature				a.m. signature			
Signature of Person completing checklist in p.m.	p.m. signature				p.m. signature				p.m. signature				p.m. signature				p.m. signature			
Driver's Signature a.m.	Driver's signature a.m.				Driver's signature a.m.				Driver's signature a.m.				Driver's signature a.m.				Driver's signature a.m.			
Driver's Signature p.m.	Driver's Signature p.m.				Driver's Signature p.m.				Driver's Signature p.m.				Driver's Signature p.m.				Driver's Signature p.m.			

The checklist must be completed at each location and signed by the person completing the checklist. The driver must check each seat in the vehicle at each location to verify that no child is left on the vehicle.

1890-1891

1890-1891

Year	Month	Day	Event
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1890	Feb	1	
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