



Williamsburg-James City County Public Schools

Department of Transportation

597 Jolly Pond Road | Williamsburg, VA 23188

Phone: (757) 565-0808 | Fax: (757) 220-5513 | www.wjccschools.org

Dear Parent or Guardian,

The Williamsburg-James City County Public School’s Transportation Department has a strict standard whereby a parent or guardian **must** be present to accept all **Special Education** students as they arrive home. To allow your child to depart the bus in your absence requires your written consent.

If you feel it would be in the best interest of your child to depart the bus with another responsible adult or go home to an unsupervised situation, fill out the bottom portion of this letter and return it to the bus driver who will deliver it to Transportation for processing.

Identification is required by responsible adults who are listed below.

Thank you for your cooperation in this important safety issue.

I _____ give permission for my child _____
Parent/ Guardian Full Name Print Student’s Full Name
a student at _____, school to be released from the school bus in my absence to the following responsible adult.

Please check box if Student can be released from school bus by themselves.

OR list names below:

Print Name/ Relationship to Student

Print Name/ Relationship to Student

Print Name/ Relationship to Student

Print Name/ Relationship to Student

Print Name/ Relationship to Student

Print Name/ Relationship to Student

Print Name/ Relationship to Student

Print Name/ Relationship to Student

I (we) accept full responsibility for his/her safety once my **Special Education** student is returned home after school.

Signature of Parent or Legal Guardian

Date