



Hempstead

Independent School District

Transportation Management Form Extracurricular/Travel Transportation Request

Use of the following: HISD Suburban _____ School Bus _____

* All requirements must be made at least ten (10) days prior to the date of departure.

* Parental consent forms for each student must be filed with the principal prior to departure.

Destination: _____ Date of Trip: _____

Purpose of Trip: _____

Time of Departure: _____

Organization: _____

of Board Trustees: _____ # of HISD Staff: _____ # of Students: _____

Faculty Member in Charge: _____

Date Form Submitted: _____

APPROVED ___ DISAPPROVED ___

Superintendent/Principal/Athletic Director

APPROVED ___ DISAPPROVED ___

Transportation Department

Driver: _____

Beginning Reading: _____ Ending Reading: _____ Total Mileage: _____

From School/Central Office to Destination:

Departure Time: _____ AM / PM Arrival Time: _____ AM / PM

From Destination to School/Central Office

Departure Time: _____ AM / PM Arrival Time: _____ AM / PM

Remarks: _____
