

Writing a town/pick up note for your student

Students first and last name

Teachers name and grade

First and last name of person picking them up and time if they are picking them up early

Sign with your first and last name

Writing a bus note for your student

Same as above but add the bus number and where they are going (person's first and last name) must be one of your 2 choices on the transportation form

Lunch Money

When sending cash for your students lunch money, we suggest that you put it in an envelope with that student's first and last name on it

If you are writing a check please be sure to put in the memo your student's first and last name and state "lunch money"