

**North Olmsted City Schools – Transportation Services**  
27463 Butternut Ridge Road  
North Olmsted OH 44070-3187  
Phone: (440) 779-3581 or 779-3579  
Fax: (440) 779-3514

**BASIC TRANSPORTATION VARIANCE  
TERMS AND CONDITIONS**

1. The pick up/drop off points ***MUST BE AT AN EXISTING STOP ON AN ESTABLISHED ROUTE*** serving the child's school of attendance. Buses will not be ***REROUTED*** to accommodate a variance request.
2. Pick up and drop off locations may be different, however, they must be for all five days. (i.e. Pick up at home in the AM and drop off at a daycare in the PM – all five days must be the same locations)
3. In a school year, only two changes will be allowed.
4. Approval of any variance is subject to the availability of space and/or a bus route serving that district and/or street, on a first come first serve basis. Variances are not guaranteed.
5. Any initial request for a variance, or a permanent change to an exiting variance, must be submitted on a new form at least seventy-two (72) working day hours in advance of implementation.
6. Variances submitted between the first week of August and the third week of September may not necessarily be implemented for the start of school, nor within the seventy-two (72) working hour period.
7. Variances are valid for the current school year, or balance thereof.
8. All sections of the form ***MUST BE COMPLETD AND SIGNED BY THE PROPER PERSON(s)***. If the variance is not complete, the variance will not be approved.
9. Your signature on the variance form validates your understanding and compliance with the terms and conditions of the variance form as stated above.