

## Administrative Regulation

Pupil Transportation and Food Service - Notification Requirements

It is the responsibility of the school principal to:

- A. Notify the transportation section of any events which affect a scheduled bus arrival or departure.
- B. Notify the district director of food services of all minimum day schedules.

Notifications are required at least 10 days in advance. Approval by the appropriate administrator for secondary or elementary education does not satisfy the above notification requirement. Verbal contacts with either office shall be followed as soon as possible by memorandum or with a bus transportation request form.

Ref: EC Sections 35161, 38020, 38045, 44808

Approved: December 8, 1972

Revised: August 27, 1979

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