**Memorandum**

**Date:** September 11th, 2019

**To:** Parents ofGolden Horn Elementary students registered for bus routes #38 and #40

**From:** Darcy LeBlanc, Principal, Golden Horn Elementary School

**Subject**: Route alterations

Dear parents and guardians,

It has been brought to the attention of the Department of Education that bus #40 has experienced instances of overloading despite registrations being below the listed capacity for that bus. To prevent this from happening in the future, the department has worked with Standard Bus to balance the loads between bus #40 and #38.

As results, these two bus routes will have new pick up and drop off times. Attached are the changes to the two routes that will come into effect on Monday, September 16. The department will also update its website and the attendance sheets which have been provided to the school to reflect these changes.

It is important that we provide safe and effective transportation for students to and from school every day. We thank you for your patience and understanding as we work to ensure no students who are registered and eligible for student transportation are prevented from getting on the bus.

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Darcy LeBlanc

Principal

Golden Horn Elementary School