



BALD EAGLE AREA SCHOOL DISTRICT

Bus Assignments and Transportation Requests

Transportation procedures for the 2026–2027 school year

To support student safety and security, Bald Eagle Area School District will use the following procedures beginning with the 2026–2027 school year.

Bus assignments

Each student will be assigned to one bus based on the home address listed in Sapphire. Please verify that your student's address is correct.

The only exception is a court-ordered custody agreement on file with the district. In that case, the district will assign both home addresses to align with the court order and request a monthly or weekly calendar, depending on the schedule.

Bus assignment change requests

Send requests in writing to BusRequests@beasd.net and include:

- The address for the new bus assignment.
- The adult responsible for pickup and drop-off.
- The responsible adult's emergency phone number.
- Any other students who may get on or off at the same assignment.

A bus assignment change becomes the student's assigned bus. If a custody order is on file, the change applies to the home address of the parent who made the request.

Recurring changes for childcare or other arrangements

For a permanent change on specific days of the week for morning or afternoon transportation, follow the same request process above. If the days vary, we will ask you to submit a monthly or weekly calendar.

Alternate transportation requests

Daily bus pass requests will no longer be honored. We will do our best to honor Alternate Transportation Requests sent to BusRequests@beasd.net.

Requests must be received at least 24 hours before the requested day. If advance notice is not possible, a same-day request may be submitted, with a limit of five same-day requests per school year.

After 1 p.m., requests may not reach all appropriate end-of-day staff. Please submit requests after that time only for true emergencies.

Verify transportation information in Sapphire

Transportation information has been added to your student's Sapphire account. Please check it for accuracy. It will be used to create student bus rosters and shared with our bus contractors.

A student may be denied boarding if they are not on the roster and do not have an Alternate Transportation Pass.