



West Bolivar Consolidated School District
School Activity Trip

L'Kenna Whitehead, Superintendent

Bus # _____

School Bus Driver

Date

You are hereby instructed to use Bus # _____ for a trip to
_____. You will take _____ pupils under the
supervision of _____. You will depart from
_____ at _____ o'clock on
_____ and proceed to _____ via
_____ and return by the same route to
_____ at _____ o'clock on
_____. This trip is duly authorized by the rules and regulations of the State
Board of Education and the Board of Trustees of West Bolivar Consolidated School District. The
bus driver should keep these instructions with him/her when he/she is making the trip
authorized. The safety council member for this trip is _____. The
driver must file this order with the Superintendent within five days after the trip is made.

School Principal

Superintendent or Designee

Odometer Readings:
Beginning _____
End _____
Miles _____