



2470 Princeton Road
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Principal: Laura Allison, M.Ed.

Transportation for 25-26

Hamilton City Schools-Provides Limited Transportation to our School. To make that request, please use the following web link and contact them directly. Hamilton City Schools Non-Public Transportation Request: [Non-Public Transportation Request Form](#)

Fairfield City Schools-This year Fairfield City is offering service for our school. Students would be picked up between 7am-8am and taken to a shuttle location to then be brought to our campus. If you are requesting Transportation to Fairfield City Schools, please email Christy Connaughton @ cconnaughton@fpacad.org and she will explain the next steps for getting transportation set-up.

New Miami Schools-Provides Limited Transportation to our school. To make that request, please use the following web link and contact them directly. New Miami Schools Transportation: [Transportation - New Miami School District](#)

OTHER DISTRICTS

REQUESTING TRANSPORTATION from your Local District

Feel free to reach out to your local school district to request transportation. Some districts have website links that provide forms to request transportation. Others require that you contact the Director or Assistant Director of transportation directly (their email addresses will be on their website):

Here would be a sample email template you can use to formally request transportation:

Dear _____ City Schools:

I am writing today to request transportation services for my child(ren) to Fairfield Preparatory Academy. Please find my child(ren)'s information below and don't hesitate to contact me if additional information is required.

Student Name: _____

Grade Level: _____

Date of Birth: _____

Parent Contact Phone: _____

Parent Contact Email: _____

School of Attendance: Fairfield Preparatory Academy

Sincerely,

Parent Name

Address

The state outlines specific procedures for Charter School Transportation, use this link or see our printed copy in the front office:
<https://education.ohio.gov/getattachment/Topics/Finance-and-Funding/School-Transportation/Transportation-Rules-and-Regulations/Nonpublic-and-Community-School-Transportation-Manual-Nov22.pdf.aspx?lang=en-US>