



School District of Menomonee Falls

W156 N8480 Pilgrim Road
Menomonee Falls, WI 53051
(262) 255-8440
FAX (262) 255-6494

Dear Parents/Guardians:

It has come to our attention that Parents/Guardians may be under the assumption that the School District of Menomonee Falls shares medical information with Johnson Bus Company. This letter is to inform you that schools are **not allowed** to share medical information with anyone except for School District of Menomonee Falls staff that work directly with your child.

District representatives recently met with Johnson Bus Company to discuss this issue. It was determined that it is your responsibility as Parent/Guardian to relay any health information regarding your child to Johnson Bus Company directly. The attached form was developed to assist you with communication to Johnson Bus regarding your child's health issues. Please fill out this form and mail it directly to Johnson Bus Company.

Johnson Bus Company's *Protocol for an Injured or Sick Student on the Bus* is printed on the back of this letter. It is your responsibility to read the protocol carefully and be informed. All questions regarding this protocol should be directed to Sue Rady at the Johnson Bus Company. Her number is listed below.

Please be advised that Johnson Bus Company's Medical Alert Form is attached and should be filled out if you would like them to know about the health conditions of your child. This form should be mailed directly to the bus company, **DO NOT SEND IT TO YOUR CHILD'S SCHOOL.**

If you have questions related to this letter, please contact Sue Rady at 262-251-4230.

Sincerely,

Sue Rady
Johnson Bus Company
N87 W17391 Main Street
Menomonee Falls, WI 53051

Keith Brightman
Director of Transportation
SDMF

Kathy Young
Director of Pupil Services
SDMF