

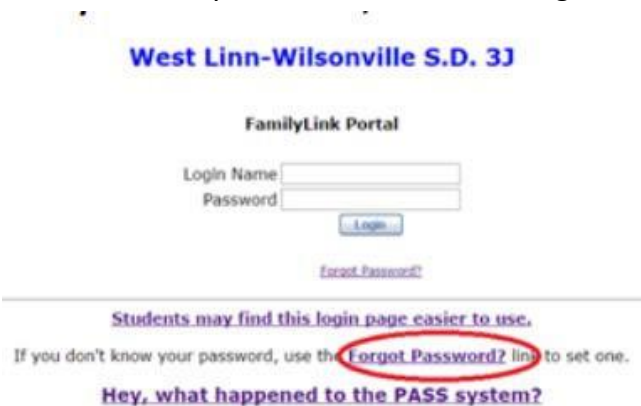
First Student, the bus company for West Linn Wilsonville School District, has instituted a new system for assigning bus routes. Through our school's "FamilyLink" you can see which stop your child's bus is scheduled to pick up and drop off at. This plan may be individualized to meet your daily needs by using our "FamilyLink" system.

To access FamilyLink please do the following:

- 1) Go to school website at www.lps.wlww.k12.or.us
- 2) Click "FamilyLink" in the top-right corner



- 3) If you have logged into FamilyLink before, use those same credentials—your email address and password
- 4) If you have not logged into FamilyLink before or you forget your password and you are the Primary Contact for your children, click the Forgot Password link.



- 5) Enter your email address (yes, you do need to enter it 3 times). If you use the Forgot Password link, you will be emailed a link that will allow you to assign your own password. If you do not get the link in your email or you are not the primary contact for your children, contact the school. You might also try other email address that you suspect the school may have on file.
- 6) Once you have logged onto FamilyLink, click on the Bus Information arrow, under Student Records.



7) If you need to make changes, click the “Request a Change” button and make the appropriate changes.

	AM		PM	
	Bus	Stop	Bus	Stop
Monday	ST 17 AM	7:21 AM>2173 Ridgebrook Dr	ST 17 PM	2:33 PM>2173 Ridgebrook Dr
Tuesday	ST 17 AM	7:21 AM>2173 Ridgebrook Dr	ST 17 PM	2:33 PM>2173 Ridgebrook Dr
Wednesday	ST 17 AM	7:21 AM>2173 Ridgebrook Dr	ST 17 PM	2:33 PM>2173 Ridgebrook Dr
Thursday	ST 17 AM	7:21 AM>2173 Ridgebrook Dr	ST 17 PM	2:33 PM>2173 Ridgebrook Dr
Friday	ST 17 AM	7:21 AM>2173 Ridgebrook Dr	ST 17 PM	2:33 PM>2173 Ridgebrook Dr

[Request a Change](#) ←

8) Once your child’s bus plans are complete, our registration system atomically updates within 24 hours.

Your student’s plans need to be in place by Monday, August 28th, in order for us to ensure that your child arrives home safely.

Daily Changes - If you need to make a change for a specific day, the bus driver will require a “Special End of Day Bus Request” form to be completed. Please return this form to the school before 12:00 noon on the date of the request.

Special End of Day Bus Request	
Student Name	_____
Teacher	_____
On (insert date)	_____,
my child has permission to:	
_____	Ride Bus # _____
_____	Be picked up at school by _____
_____	Walk/bike home
Parent Signature:	_____
Contact Phone:	_____
Return to the school <i>before 12:00 Noon</i> on Date of the Request.	
Note that changes to your child’s weekly routine should be requested by accessing FamilyLink, “Bus Information” – complete the online form to request changes to routine.	

These forms will be available in the office.