

Eden Christian Academy - **Berkeley Hills** Campus

PM Bus and Carpool Information

Please provide us with the following PM dismissal information for the **2026-2027** school year.

(Please fill out one form per child.)

Student's Name: _____ Grade: _____

Homeroom Teacher: _____ P.M. Bus # _____

School District in which you reside: _____

For the PM dismissal, my child will primarily:

	Mon	Tues	Wed	Thurs	Fri
Ride the bus	☐	☐	☐	☐	☐
Carpool	☐	☐	☐	☐	☐

Additional Comments/Notes: _____

Emergency Contact for any dismissal questions: _____

(name and phone number) _____

**Please return this form by Friday, August 21, 2026
or as soon as you receive notification from your bus company.
Completed forms can be scanned/ emailed to bhoffice@edenca.org
or dropped off during Orientation sessions**

PLEASE NOTE THE FOLLOWING:

#1 In order to assure your child is dismissed properly at the end of each day...if changes are needed

Before 12 noon - email bhoffice@edenca.org with changes

After 12 noon - call 412-364-8055 speak directly to our office staff **before 2:30 pm** ...

Dismissal changes can **not be made via text message.*

#2 Students may not leave w/another student unless **written permission is obtained from both students' parents.**

#3 All students with an early dismissal need to be picked up no later than 2:50 P.M.

#4 Carpool pick up begins when all buses have left the main lot around 3:25 P.M.

#5 **DO NOT** park along Siebert Road while waiting to enter the lot.

You may need to circle around if the entrance is blocked

#6 Please **DO NOT** double park **or** park on the baseball field side of the lot from 2:50 to 3:25 P.M.

#7 Please do not park in the rear of the Berkeley Hills building. Students are not dismissed from the back.

#8 Carpoolers are to be picked up by **3:30pm**

#9 Please refrain from using devices (phone etc.) while in the carpool line (we want to keep everyone safe)