



WEST SENECA CENTRAL SCHOOL DISTRICT

Transportation Department • 3300 Seneca Street • West Seneca, New York 14224-2746
Telephone: 716/677-3820 • Facsimile: 716/677-3826

TRANSPORTATION TO AND FROM CHILD CARE BABYSITTING LOCATION

REQUEST FOR SCHOOL YEAR _____

DATE OF REQUEST _____

START DATE _____

Please complete and return this form by June 15th. Indicate in the appropriate section for different AM and PM provider locations. Please wait for confirmation from the Transportation Department before allowing your child to be picked up or dropped off anywhere other than your residence.

This form is to be returned to: West Seneca Central Schools
Transportation Department
3300 Seneca Street
West Seneca, NY 14224

Students Name _____ D.O.B. ___/___/___

Parent/Guardian _____

Home Phone _____ Work Phone _____

Students Home Address _____

School _____ Grade _____

Please indicate the childcare location below. Check one of the following to indicate when your child should be transported to the day care site. We will route your child from the information that you provide. Unless indicated your child will be transported from the home address.

AM CHILD CARE LOCATION

Days to bus to location M-F M T W TH F

Name of Day Care Provider

Address of Day Care Provider

Contact person at Provider

Phone Number

PM CHILD CARE LOCATION

Days to bus to location M-F M T W TH F

Check here if PM location is the same as AM

Name of Day Care Provider

Address of Day Care Provider

Contact person at Provider

Phone Number

TRANSPORTATION OFFICE USE ONLY

AM Route # _____ PM Route # _____ Entered to datasource _____

Parent notified _____ Child care provider notified _____

School notified _____ Approval _____

West Seneca Central School Board Policy #5730

**Revised 4/26/2011*

TRANSPORTATION TO AND FROM CHILD CARE BABYSITTING LOCATION

A public or private school student may be picked up and/or dropped off at a day care location (baby- sitter) anywhere within the West Seneca Central School District with the following requirements:

- a) Request forms are provided at the Transportation Department Office and all District Elementary School Offices. Forms must be completed and returned to either the Transportation Department or the school by June 15th of each year prior to the school year for which transportation is requested.
- b) Parents and/or legal guardians must allow up to at least one week and wait for confirmation from the School District before permitting the student(s) to get picked up or dropped off from any address other than his/her residence.
- c) **Parents and/or legal guardians may designate ONE (1) alternate address, other than the student's home address for transportation to and from school on non-consecutive days. The daily designated alternate address must be consistent on a weekly basis, five (5) days per week. The A.M. and P.M. address may be different, but must remain consistent on a weekly basis, five (5) days per week.**
- d) Students may be required to be picked up and dropped off at the nearest established stop.
- e) No new bus route will be established if the addition of that bus route will result in an additional expense to be incurred by the District.

Transportation will be provided to students who are enrolled in NEW YORK STATE LICENSED day care centers that are located in the West Seneca Central School District. Parents and/or legal guardians are advised to make sure that the day care centers they choose for the care of their children are fully licensed by the State of New York before transportation is requested.