



TRANSPORTATION REQUEST TO CHILDCARE LOCATIONS  
PLEASE PRINT CLEARLY

TODAYS DATE: \_\_\_\_\_

I, \_\_\_\_\_, the parent or legal guardian of the child named below, request transportation for said child to and/or from a child care location different from the child's home address.

CHILD'S FULL NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SCHOOL ATTENDING: \_\_\_\_\_ GRADE: \_\_\_\_\_

CHILDCARE LOCATION: \_\_\_\_\_



A.M. (Before school pickup) Please Circle: Monday Tuesday Wednesday Thursday Friday



P.M. (After school drop-off) Please Circle: Monday Tuesday Wednesday Thursday Friday

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Childcare Provider Name: \_\_\_\_\_ Childcare Provider Phone: \_\_\_\_\_

Effective date for transportation to begin: \_\_\_\_\_

Please mail, fax or email this form to the Ravana Coeymans Selkirk Transportation Office by **August 1, 2018**

Address: 2025 US Route 9W, Ravana, NY 12143 Attn: Transportation

Fax: 518-756-5220

Email: [jhouck@rcscsd.org](mailto:jhouck@rcscsd.org) and [dhunter@rcscsd.org](mailto:dhunter@rcscsd.org)

**I HAVE READ THE INFORMATION ON THE REVERSE SIDE**

\_\_\_\_\_  
Signature Parent/Guardian



## CHILDCARE TRANSPORTATION INFORMATION

Transportation will be provided to childcare locations for Grades K-8 subject to these guidelines:

1. Requests for transportation to childcare locations must be within the child's home school boundary.
2. Written requests for service must be submitted on Transportation Request for childcare Location Forms by August 1<sup>st</sup>. previous to the school year the service is needed.
3. Multiple childcare locations will not be accepted.
4. Changes of childcare locations will not be accepted from August 15 through to the third Monday of September.
5. Requests must be renewed each school year.
6. Any permanent change during the school year, should be submitted at least five days in advance and be made on the request form. (Please note: it may require up to 10 days to initiate request)