

White Plains City School District
Request for Transportation to/from a Childcare Provider
2012 – 2013 Application

PLEASE RETURN THIS FORM TO THE TRANSPORTATION OFFICE BY APRIL 1, 2012

This will assure that these arrangements will be in place beginning with the first day of school. If this request is received after April 1, 2012, the district does not insure your request for the start of the school year.

You must provide all of the information requested below.

Student's Name _____
(First) (Last)

Student's School: _____ Grade: _____

Parent/Guardian's Name: _____ Home Phone: _____

Home Address: _____ Work Phone: _____

Cell Phone: _____

Emergency Contact Person: _____ Phone/Cell: _____
(First) (Last)

TO SCHOOL: (If child is to be picked up at a location other than the home bus stop.)

Name of childcare provider: _____ Home Phone: _____

Address of childcare provider: _____ Cell Phone: _____

DAY(S) OF WEEK - Circle ALL WEEK OR MON TUES WED THURS FRI

X: _____

Signature of Childcare Provider

FROM SCHOOL: If child is to be dropped off at a location other than the home bus stop.)

Name of childcare provider: _____ Home Phone: _____

Address of childcare provider: _____ Cell Phone: _____

DAY(S) OF WEEK - Circle ALL WEEK OR MON TUES WED THURS FRI

OR EARLY RELEASE WEDNESDAY ONLY

X: _____

Signature of Childcare Provider

I have read all of the above information and the information on the reverse of this sheet.

X: _____ Date: _____

Signature of Parent/Guardian

TRANSPORTATION REGULATIONS FOR CHILDCARE PROGRAMS
WHITE PLAINS CITY SCHOOL DISTRICT

The White Plains City School District complies with New York State Childcare Transportation Education Law (3635) as it pertains to students in Grades K – 8. The State law on childcare providers does not apply to after school religious instruction.

CHILDCARE TRANSPORTATION

Please read the following regulations for requests for pick up and/or drop off at child care locations.

REQUIREMENTS

The childcare provider must be located within the city of White Plains. Requests to childcare locations will be offered only to students who are White Plains residents and attend a public or non-public school located within the City of White Plains.

Note to parents of students who attend non-public schools within the City of White Plains: the annual **WHITE APPLICATION FOR TRANSPORTATION TO PRIVATE OR PAROCHIAL SCHOOL** must be submitted by **April 1**. If you wish transportation to and/or from childcare, the **PINK** Application for Childcare must be submitted in addition to the **WHITE** application. **April 1 is the deadline for both applications.**

- The days of the week requested must be on a regular basis every week.
- Applications are limited to one pick up/drop off location other than the home location bus stop. The bus stop assignment will be determined by the school district.
- The childcare provider location for K – 5 must be more than a half mile from the school and more than a 1 mile from the school for grades 6 – 8.
- **New applications must be completed every year by April 1. Mail to Education House, 5 Homestead Lane, White Plains, NY 10605 – attention - Transportation.**

EARLY RELEASE WEDNESDAYS

Transportation will be provided to the childcare provider. You must notify the childcare provider of the time and schedule. If you plan to make other arrangements you must inform the school building principal.

HOW TO APPLY

- Written applications for transportation to childcare locations must be submitted by **April 1** of each year for students in kindergarten - grade 8. Applications are available in the main offices at elementary and middle schools and at the Board of Education Transportation Office. **Only original pink applications or fax transmissions to 914-422-2297 will be accepted.**
- Applications by families moving into White Plains must be received within 30 days after establishing residency. It will take 7 school days after receipt of an application to start transportation.
- **No requests will be honored after September 1 except for new families moving into White Plains.**
- Requests to change your childcare location must be made in writing on a new application. Ten (10) school days are needed for processing before transportation will begin if approved.
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- Please **notify** the school district's transportation office **in writing to cancel a request** for childcare transportation. If eligible for transportation from home to school, busing will resume **3 days** after letters of cancellation are received.