

**NORTH COLONIE TRANSPORTATION DEPARTMENT
445 WATERVLIIET-SHAKER ROAD, LATHAM, NY 12110**

Phone (518) 785-9486 Fax (518) 783-8879

Email: nccstrans@ncolonie.org

Web: northcolonie.org/transportation

**2010-2011 SCHOOL YEAR REQUEST FORM FOR
TRANSPORTATION TO OTHER THAN HOME ADDRESS**

MUST BE RETURNED TO NORTH COLONIE TRANSPORTATION DEPT. BY APRIL 1, 2010

Instructions: Please print this form and complete requested information. The completed form may either be mailed, faxed, or scanned and sent via email to nccstrans@ncolonie.org

Please print!

School Child Attends:

Blue Boght Forts Latham
Creek Hills Ferry Ridge Loudonville Maplewood Southgate
(Circle One)

Date ___/___/___

1 Student Name

(One child per form!)

_____ Last _____ First _____ Grade (2010-11) _____

2 Home Address

_____ House # _____ Street Name _____ Apt # _____

_____, New York 12_____ Home Phone # _____

City Zip Code

Parent Work Phone # _____

Students may be picked up and/or dropped off at bus stops closest to identified child care locations if this request is received at the transportation department **by April 1, 2010**. However, pick-up and/or drop-off must occur at the **SAME ADDRESS** for **all** five days of the week and **must be** within the boundaries of the North Colonie School District.

3 Daycare Information

Alternate Address for **Pick-up**

_____ House # _____ Street Name _____

Alternate Address for **Drop-off**

_____ House # _____ Street Name _____

Daycare Provider: _____

Provider Phone # _____

Important Information Below. Please Read!!

Transportation to locations other than home address follow the same guidelines as regular school transportation. It is the responsibility of the daycare provider to insure safe travel of the student(s) to and/or from the bus stop.

A request for childcare transportation outside your school's attendance zone may require a long bus ride and/or a bus transfer.

A request for childcare transportation made after April 1 will only be approved if it can be accomplished within the existing bus routing structure.

Approved requests received during the school year may take up to 5 business days to process.

I have read and understand all of the information provided on this transportation request form. I certify that I am a resident of the North Colonie School District and am entitled to receive transportation services. I understand that this request is mandated to be turned in **by April 1 of each year** or **within 30 days** of establishing district residency.

Date ___/___/___

Signature of Parent/Guardian

For District Use Only

School Zone of Alternate Pick-up Location BC BH FF LR LV MW SG

School Zone of Alternate Drop-off Location BC BH FF LR LV MW SG

Date Form Received ___/___/___ **Date Transportation Started** ___/___/___