



TRANSPORTATION DEPARTMENT
970 ROUTE 146
CLIFTON PARK, NEW YORK 12065-3682

TELEPHONE: (518) 881-0240
FAX: (518) 371-3126
EMAIL: transportation@shenet.org

ALTERNATE PICKUP and DROP OFF - TRANSPORTATION REQUEST

School of Attendance: (check one)

Arongen	Chango	Karigon	Okte	Orenda	Shatekon	Skano	Tesago	Acadia	Koda	Gowana
Other (please specify): _____										

Today's Date: _____ Requested Effective Date: _____

Student Name _____ Grade _____
(Last) (First)

Home Address: _____ Home Phone _____

Important Information Below. Please read!

If you need transportation to a DIFFERENT ADDRESS (other than your home address), fill out the requested information below and return the ORIGINAL to Shenendehowa CSD Transportation Dept.) and send a copy to your home school by no later than August 1. (The childcare provider and the NY State Licensed Day Care must be within the Shenendehowa Central School District.) Grades K-5 can be transported to a licensed daycare outside their home school boundary, if the daycare/childcare is not licensed then K-5 students can be transported within the HOME SCHOOL BOUNDARY ONLY. This applies to joint custody, we cannot transport outside of the home school boundary, we will only transport to one PRIMARY ADDRESS. Students are allowed any combination of days alternating between home and daycare, however, the day variant schedule must be consistent throughout the school year, no rotating schedules will be permitted.

CHILDCARE INFORMATION:

DAY OF WEEK	PICKUP ADDRESS	DROP OFF ADDRESS
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		

Child care provider's name: _____

Childcare provider's phone: _____

Kindergarten students must be met by an authorized child care provider.

Important Information Below. Please read!

Transportation to locations other than home address follows the same guidelines with respect to supervision from home to bus stop and bus stop to home (or daycare). 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 (see 5720F page 2) may require a longer ride than usual. It may also involve riding a shuttle bus, or transferring between buses at a transfer site. Approved request may take up to 5 business days to process. Busing changes will not be in effect until you are contacted by this office.

Parent
Signature: _____

Date: _____



Return completed form to: Shenendehowa CSD, Transportation Dept., 970 Rte 146, Clifton Park, NY 12065

SHENENDEHOWA CENTRAL SCHOOL DISTRICT

Transportation to Child Care Locations Regulation

Transportation to a child care location outside the attendance boundaries established for the school a student attends may often involve a longer bus ride than usual. It may also involve riding a shuttle bus, or transferring between buses at a transfer site, or pick-up and drop-off at a centralized site.

**If a child's residence is located
In the attendance area for:**

**Busing will be available
to child care locations
in these attendance areas:**

Chango

Chango, Karigon, Orenda,
Arongen, (north of Route 146)
and the Route 146 corridor*

Karigon/Orenda

Karigon, Orenda, Chango,
Arongen, Skano, Tesago,
Shatekon

Arongen

Arongen, Karigon, Orenda,
Skano, Tesago, Shatekon

Shatekon

Shatekon, Arongen, Karigon,
Orenda, Skano, Tesago, Okte

Skano/Tesago

Skano, Tesago, Okte, Arongen,
Karigon, Orenda, Shatekon

Okte

Okte, Skano, Tesago, Arongen,
(south of Route 146), Shatekon,
and the Route 146 corridor*

Note: Elementary attendance boundaries are subject to change to accommodate changes in our elementary population. If new boundaries are established, it is possible that the busing availability will also change.

For a student whose family's request for busing is not met by Policy 5720, assignment to a school outside the student's attendance zone boundaries may be considered in cases of extreme hardship.

*"Route 146 corridor" describes an area encompassing day care providers located along and just north and south of Route 146.

Revised: May 12, 2015

Ref: 5720