

Childcare Transportation Request Form

Directions: (Please print)

1. All requests for route changes require a **minimum of FIVE (5)** school days lead time for the change to take effect. Phone requests and same day route changes **will not** be accommodated.
2. You may complete one request form for multiple children (K-8) unless they are going to different childcare locations.
3. The childcare site must be located within Brockport Central School District boundaries.
4. **Transportation will be provided to or from one location other than the primary address.**
5. Once a weekly transportation schedule is established, it must remain constant.
6. For any changes, a new form must be completed. **Single day change requests will not be accommodated.**
7. This form must be returned to the Transportation office at the above address or emailed to BusRouting@bcs1.org

School Year: Requested Start Date: End Date:

Student Full Name	School Name	Grade in September

Primary Address:	<input type="text"/>			BUS: Internal Use Only
Parent/Guardian Name:	<input type="text"/>	Relation:	<input type="text"/>	
Home Phone:	<input type="text"/>	Work Phone:	<input type="text"/>	Cell Phone:
	<input type="text"/>		<input type="text"/>	<input type="text"/>

Secondary/Sitter Address:	<input type="text"/>			BUS: Internal Use Only
Secondary/Sitter Name:	<input type="text"/>	Relation:	<input type="text"/>	
Home Phone:	<input type="text"/>	Work Phone:	<input type="text"/>	Cell Phone:
	<input type="text"/>		<input type="text"/>	<input type="text"/>

Emergency Contact Name:	<input type="text"/>			
		Relation:	<input type="text"/>	
Home Phone:	<input type="text"/>	Work Phone:	<input type="text"/>	Cell Phone:
	<input type="text"/>		<input type="text"/>	<input type="text"/>

Check the day(s) of the week your child will be at the secondary/sitter address:

AM	PM
<input type="checkbox"/> Monday	<input type="checkbox"/> Monday
<input type="checkbox"/> Tuesday	<input type="checkbox"/> Tuesday
<input type="checkbox"/> Wednesday	<input type="checkbox"/> Wednesday
<input type="checkbox"/> Thursday	<input type="checkbox"/> Thursday
<input type="checkbox"/> Friday	<input type="checkbox"/> Friday

Note: Processing the transportation request could take up to five (5) school days. Do not assume that changes will take place immediately. You will be contacted with routing information and start date.