

**YWCA SCHOOL AGE CARE AND RECREATION
CORTLAND CITY SCHOOLS TRANSPORTATION POLICY**

Children attending the YWCA's School Age Program will be transported by a DOT inspected bus.

Cortland City School transports children to the YWCA. Parents must submit a transportation application (attached) to the Cortland School District for approval by the District.

Please send the request form directly to the School District.

Homer parents whose children need transportation between schools must contact the school office to request transportation.

Any students who miss the bus should report directly to the main office. If your child misses the bus, you will need to make arrangements to have your child transported to the School Age program.

I understand that in the event that _____ misses the bus, I will be

Child's name

notified at work by School Age staff so I can make necessary arrangements to have my child transported to the School Age program.

Parent Signature

Date

Effective until cancelled by parent. Unless changes are needed for accuracy.

CORTLAND ENLARGED CITY SCHOOL DISTRICT
1 Valley View Drive
Cortland, New York 13045-3297

REQUEST FOR BEFORE AND/OR AFTER SCHOOL CHILD CARE TRANSPORTATION

This application must be submitted to the Kaufman Center by **August 1st** and is for the _____ school year only. *A new application must be submitted for each school year that a child requires transportation and/or if there is a change in child care provider information.*

<i>Name(s) of Child(ren)</i>	<i>*Grade</i>	School

*Grade – the grade level the student will be enrolled in for the school year.

Name of Child Care Provider: _____ Phone #: _____

Address of Child Care Provider: _____

TRANSPORTATION REQUESTED: Circle the days your child(ren) will need transportation

TO SCHOOL from child care provider: Monday Tuesday Wednesday Thursday Friday

From SCHOOL to child care provider: Monday Tuesday Wednesday Thursday Friday

Address at which child(ren) reside: _____

Your phone number: Home: _____ Work: _____

Signature of Parent or Guardian: _____ Date: _____

Notes:

1. A written application must be submitted by **August 1st each year** and is only for the current school year or within **30 days after establishing residence in the Cortland Enlarged City School District**. Late requests may be considered if a written reasonable explanation is provided for the delay.
2. You will be notified within 30 calendar days after receipt of application taken by the Board of Education or its designee.
3. Generally, requests should involve no more than one drop off and/or pick up location other than your legal residence.
4. Approved applicants will be notified of routing arrangements and bus assignments the week before school opens.

Eligibility: Elementary pupils attending grades kindergarten through six (K-6) where the distance between the school legally attended and the before and/or after school child care location is more than 0.9 of a mile provided that the child care provider is licensed or registered with New York State Department of Social Services pursuant to Section 390 of the Social Services Law will be eligible for transportation to and/or from each child care location within the school district.