

# Pittsford Schools

Transportation Department  
100 Mendon Center Road  
Pittsford, NY 14534  
585.267.1480  
Fax: 585.267.1481



## **PRIVATE & PAROCHIAL SCHOOL** **REQUEST FOR TRANSPORTATION FOR 2016-2017**

**Please print**

STUDENT'S NAME	BIRTH DATE	2016-17 GRADE	School

\* Kindergarten students should specify AM or PM

\_\_\_\_\_

**STUDENT'S ADDRESS**

\_\_\_\_\_ Home telephone no.

\_\_\_\_\_

Mother's name \_\_\_\_\_ Work telephone no. \_\_\_\_\_ Cell phone no. \_\_\_\_\_

\_\_\_\_\_

Father's name \_\_\_\_\_ Work telephone no. \_\_\_\_\_ Cell phone no. \_\_\_\_\_

Transportation needed for: AM \_\_\_\_\_ PM \_\_\_\_\_ No Bus Required \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

Application must be received by April 1<sup>st</sup> or transportation may be denied.

***PLEASE FILE A SEPARATE APPLICATION FOR EACH SCHOOL FOR WHICH  
TRANSPORTATION IS REQUESTED***

**OFFICE USE ONLY:**

Date received \_\_\_\_\_ Effective date: \_\_\_\_\_

**PRIVATE & PAROCHIAL SCHOOL REQUEST**  
**FOR TRANSPORTATION FOR 2016-2017**

An application for transportation to Private & Parochial schools must be filed by the parent or guardian with the Transportation Department of Pittsford Central School District by **April 1, 2016** for transportation in the **2016-2017** school year.

This application pertains to the **2016-2017** school year *only* and must be renewed *each year* for subsequent transportation. Please complete the application whether acceptance by Private or Parochial school is certain or not at this time. **FILE A SEPARATE APPLICATION FOR EACH SCHOOL FOR WHICH TRANSPORTATION IS REQUESTED.** Additional forms may be obtained at Private & Parochial schools, Pittsford CSD Transportation Office or the Transportation web site, [www.pittsfordschools.org](http://www.pittsfordschools.org) (go to Departments/select Transportation).

Kindergarten (or pre-kindergarten) transportation cannot be provided for children whose 5th birthday falls after **December 1, 2016**. In addition, transportation in excess of 15 miles (measured from the student's home to the Private or Parochial school) cannot be provided.

The parent or guardian of a child not residing in Pittsford Central School District on or before **April 1, 2016** must file this request for transportation to non-public schools within 30 days of establishing residence. Applications received after **April 1, 2016** or more than 30 days after establishing residence within the district will be considered late. Late requests are submitted to the Board of Education for review and approval in **September 2016**.

Any student residing in the Pittsford Central School District wishing to ride a bus other than their assigned bus must provide the driver with written authorization from a parent/guardian or school official. "Urban Suburban" students shall be considered district residents in this instance. Host students are limited to a single guest rider per trip.

Private/parochial students wishing to bring a friend who resides in another district aboard a Pittsford bus must make sure prior permission is granted by the Pittsford CSD Transportation Department. The parent or guardian of the guest rider must contact the Transportation Department and provide the name, address, age, parent name, and emergency phone number of the guest rider. If the requested authorization is granted, Transportation Dept. staff will ensure that the appropriate bus driver(s) are notified.

***Please keep in mind that when Pittsford Central Schools are closed, there will be no transportation.***

**PLEASE RETURN COMPLETED APPLICATION TO:**  
**Pittsford Central School District**  
**Transportation Department**  
**100 Mendon Center Road**  
**Pittsford, New York 14534**  
**Email: Lynn\_Moore@pittsford.monroe.edu**