

**Burnt Hills-Ballston Lake CSD TRANSPORTATION REQUEST FORM
School Year 2011-2012**

Request for Change of Pick Up or Dismissal Point other than Home Address

Complete and Return to Main Office of school student attends by July 15 or after Sept. 26, 2011
(Exception: by July 1, 2011 for kindergarten student)

Board Policy states: Only one additional location can be used other than home

| | | | |
|----------------|--------------------------------------|---------------------|------------------------------|
| Student | _____ | Teacher | _____ |
| | Last Name First | | |
| | | Circle Grade | KA KP 1 2 3 4 5 |
| School | _____ | | 6 7 8 9 10 11 12 |
| Parent | _____ | | _____ |
| | Last Name First | | Home Phone |
| | _____ | | _____ |
| | Home Address | | Work Phone |
| | _____ | | _____ |
| | | | Cell Phone |

Please check appropriate boxes

AM PICK UP CHANGE

| | | |
|---|----------------------------|----------------|
| Name of Daycare Provider/Home of | New Pick Up Address | Phone # |
|---|----------------------------|----------------|

Daily Mon Tues Wed Thurs Fri

AM Parent Transport

AM Y-Care
at

_____ School Name

PM DROP OFF CHANGE

| | | |
|---|-----------------------------|----------------|
| Name of Daycare Provider/Home of | New Drop Off Address | Phone # |
|---|-----------------------------|----------------|

Daily Mon Tues Wed Thurs Fri

PM Parent Transport

PM Y-Care
at

_____ School Name

My child is no longer attending daycare. Please return to home pick up and drop off.

Parent Signature

Effective Date

Please allow 7 days for processing

For Office Use Only

Date Received _____

Date Request Filled _____

AM Pick Up Bus _____

PM Drop Off Bus _____

Home Bus _____