



## KUTZTOWN AREA SCHOOL DISTRICT REQUEST TO PROVIDE TRANSPORTATION TO/FROM CHILDCARE LOCATION



Please complete the following information  
**no later than July 15<sup>th</sup> of each school year** and forward to:  
Kutztown Area School District, Attn: Transportation Office  
251 Long Lane, Kutztown, PA 19530-9318

*This form **MUST** be completed annually.*

Student Name \_\_\_\_\_ Grade Level \_\_\_\_\_

Building \_\_\_\_\_ School Year \_\_\_\_\_

Home Address \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Phone Number (H) \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Phone Number (W) \_\_\_\_\_

Babysitter Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Current Sitter Bus # \_\_\_\_\_ Current Sitter Stop Location \_\_\_\_\_

Transportation arrangements to childcare provider are for:

\_\_\_\_\_ Morning transportation only (Student will be taken home in the afternoon.)

\_\_\_\_\_ Afternoon transportation only (Student will be picked up at home in the morning.)

\_\_\_\_\_ Transportation to same address both ways

Starting Date \_\_\_\_\_ (Please allow sufficient time to inform the driver)

Other information:

\_\_\_\_\_  
\_\_\_\_\_

This form may be duplicated and **MUST** be completed for any alternative child care. It is also available on the Kutztown Area School District web site ([www.kasd.org](http://www.kasd.org)). If you have any questions, please contact the Transportation Office at 610-683-7361, ext. 5531.

**Note: Policy 810- Transportation/Administrative Guidelines**

*The Board does recognize the constraints placed on working families and, to that end, will consider written requests for an alternate bus stop to provide transportation. Requests for placement on an alternative bus stop must be submitted, in advance, by the parent/guardian to the coordinator of transportation. Such requests will be considered, for a transfer to an existing bus stop or for the creation of an alternate stop along an existing route within the assigned building attendance area. The coordinator of transportation and building principal shall take into consideration space availability, safety factors and other pertinent information before acting upon such requests. A paramount consideration will always be the safety of the students. The use of buses for personal convenience and the transporting of students for social arrangements is not permitted.*