



2024-2025 Transportation Childcare Form

1738 Helderberg Trail, Berne, NY 12023
Phone (518)872-1126, Fax (518)872-5167
Email: jennie.chase@bkwschools.org

Student Name: _____
(First) (Last)

Primary Home Address: _____

(2024-25) Grade: _____ Requested Effective Date: _____

- Students in grades Prek-8 must have a set transportation schedule.
 - Rotating bus schedules are not permitted.
 - Students who are in grades Prek-3 must be met at the bus stop by an authorized child-care provider or designated adult. (Permission for other adults must be on file with the transportation department.)
 - For any transportation changes during the school year, a new form must be submitted to the main office.
 - Forms must be submitted yearly for all alternate transportation plans including joint/shared custody or after school care arrangements.
- Please note: a maximum of 2 addresses (stops) are permitted

Approved requests may take up to 5 business days to process.

Busing changes will not be in effect until you are contacted by the transportation office.

*Please note, this form is only for changes in your current plan. If your child(ren) will be picked-up and dropped-off at their primary residence for the 2024-2025 school year, you do not need to turn this form in again.

DAY OF WEEK	PICK-UP ADDRESS	DROP-OFF ADDRESS
MONDAY		
TUESDAY		
WEDNESDAY		
THURSDAY		
FRIDAY		
Joint/Shared Custody contact information:		
Name: _____ Phone number: _____		
Parent Signature: _____ Date: _____		

Daycare contact information:

Name: _____ **Phone number:** _____ **Parent**

Signature: _____ **Date:** _____