



## Upper Perkiomen School District Transportation Department Child Care Request Form

Requested Start Date: \_\_\_\_\_

### Student/Parent Information

Student Name: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

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

Home Phone Number: \_\_\_\_\_ School Attending: \_\_\_\_\_

Cell/Work Number: \_\_\_\_\_ Grade: \_\_\_\_\_

### Morning Request:

Child Care Provider: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Child Care Address: \_\_\_\_\_

Pick Up from Home: M T W TH F

Pick Up from Child Care: M T W TH F

### Afternoon Request:

Child Care Provider: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Child Care Address: \_\_\_\_\_

Drop Off at Home: M T W TH F

Drop off at Child Care: M T W TH F

***Changes could take up to two weeks to be implemented.  
You will be notified by the Transportation Department with effective date.***

The Board shall transport students in grades K-5 who are picked up or dropped off at a destination other than their home on a daily basis for the purpose of child care. Transportation will not be provided for any day facility located within a walking boundary or outside of the district. The parent/s of students in child care must submit a written request to the UPSD Education Center yearly for review and approval.

The following conditions must also be met:

1. For the beginning of each school year the child care request form with parent signature must be submitted by **the second Friday in August.**
2. Such students must board or disembark at an existing stop on the regularly scheduled bus route;
3. There must be space available on the bus;
4. Such students will be accepted on a first come, first-served basis;
5. Such students may not continue to ride the bus if other students, eligible for transportation under the foregoing provisions, are assigned to the bus causing the bus to reach its rated capacity; and
6. **The request must be for a minimum of two weeks;**
7. A request to ride an alternative bus, for a temporary situation, will not be issued;
8. Subject to the foregoing, not more than three (3) requests for change in location to accommodate a modification of child care arrangements may be sought during a school term. Split schedule requests will only be accommodated one (1) time per school term.

I have read the policy rules and request the change in accordance with rules listed above:

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

Date: \_\_\_\_\_