

CHILD CARE REQUEST FORM



STUDENT / PARENT INFORMATION

REQUESTED START DATE: _____

Student Name: _____ School Attending: _____

Grade: _____ Home Address: _____

Parent/Guardian: _____ Cell Phone: _____

Home Phone: _____ Work Phone: _____

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

The Upper Perkiomen School District 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 care facility located within a walking boundary of a school, or located outside of the district. The parent of students in child care must submit a written request to the Transportation Department **yearly** for review and approval by **June 1st** of the preceding school year.

The following conditions must also be met:

1. In order to be effective for the beginning of each school year, the Child Care Request Form with parent signature must be submitted by **June 1st**. Late requests and requests made during the school year, may take up to 2 weeks to complete.
2. Such students must board or disembark at an existing stop on the regularly scheduled bus route. We will not reroute buses to accommodate child care requests.
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.
6. All requests must be for a minimum of two weeks.
7. A request to ride an alternate 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 year.
9. Eligible stops are accredited child care centers that are within 3 miles of the student's Elementary school boundary; all other stops, family/neighbor/friend, must be within the student's Elementary school boundary.

Parent/Guardian Signature: _____ Date: _____

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