



SAUGERTIES CENTRAL SCHOOL DISTRICT

BUSINESS OFFICE

CALL BOX A

310 Washington Avenue Ext.

Saugerties, New York 12477

(845) 247-6520

www.saugerties.k12.ny.us

March 1, 2024

Dear Parents/Guardians:

Guidelines for transportation to and/or from licensed and unlicensed child care providers are listed on the reverse side of this letter. Additionally, attached is a Child Care Request form for the 2024-2025 school year. **A NEW FORM MUST BE COMPLETED EACH SCHOOL YEAR AND RETURNED TO YOUR CHILD'S SCHOOL (even if your child care arrangements have not changed).**

If you have any questions in regard to these guidelines or completing the form, please call this office at (845) 247-6520.

The most important aspects of these guidelines are:

- Requests for transportation to and/or from a licensed or unlicensed child care provider for the 2024-2025 school year must be submitted by April 1, 2024. A new form is required each school year even if your arrangements have not changed. Requests submitted after April 1, 2024 may or may not be approved depending on established transportation routes and/or class section sizes.
- By completing a child care form parents are certifying that their child will be at the child care provider's residence before and/or after school. The District will request verification of use of said child care provider, which will include but is not limited to a signed affidavit from the provider.

Parents and guardians who need information regarding licensed child care providers in the Saugerties Central School District may call the Family Child Care Resource Center at (845) 331-5197

Sincerely,

Colleen Mills
Business Official

Attachment

GENERAL PROVISIONS

Transportation to and/or from licensed or unlicensed child care providers must be requested in writing by the child's parent or legal guardian by no later than April 1st preceding the next school year. A REQUEST MUST BE SUBMITTED EVERY YEAR. In the event a family moves into the School District after April 1st, the request must be made within thirty days of establishing residency in the School District.

In no event will the School District transport students between a children care location, whether licensed or unlicensed, and a child's home.

Students using a licensed or unlicensed child care provider must meet the established eligibility requirements for transportation. Parents and/or guardians must notify the School District of all child care arrangements.

LICENSED CHILD CARE PROVIDERS

The District will transport students in Grades K-8 to licensed child care providers (pursuant to the Social Services Law) who are located anywhere within the boundaries of the School District. The student normally would attend the school within the attendance zone in which he/she resides; however, a parent may request in writing that the student attends the school in the attendance zone of the licensed child care provider.

UNLICENSED CHILD CARE PROVIDERS

The District will transport students in Grades K-8 to unlicensed child care providers only if the child care provider is located within the attendance zone of the school the student attends. However, a parent may request in writing that a student attend an unlicensed child care provider in a different attendance zone than the attendance zone of the student's residence. In this exception, the student would attend the school in the attendance zone of the unlicensed child care provider only if it were in the best interest of the student, there is room in the student's grade level, there is no additional expense to the School District and the transfer is for the entire school year.

By completing a child care form the parents are certifying that their child will be at the child care provider's residence before and/or after school. Do not complete a form without the intention of using the specified child care provider. The District may, at its discretion, request verification of use of said child care provider, which may include but is not limited to a signed affidavit from the provider.

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2024-2025 CHILD CARE APPLICATION

Please complete and return this form to the school your child attends. A NEW FORM MUST BE COMPLETED EACH SCHOOL YEAR (even if your child care arrangements have not changed).

School: _____

Student's Name: _____

Student's Physical Address: _____

Grade (2024-25 school year): _____ Home Phone: _____

New Residents-Previous School District: _____ Date moved into SCSD: _____

Child Care Provider's Name: _____ Phone: _____

Physical Address of Provider: _____

_____ My child will attend school FROM the provider's home.

_____ My child will go TO the provider's home after school.

_____ My child will attend school FROM AND RETURN TO a child care provider.

If PM child care is NOT the same as AM, please note PM provider's name and address below.

Child Care Provider's Name: _____ Phone: _____

Physical Address of Provider: _____

• Important - Please note the following:

APRIL 1, 2024 is the deadline for submitting Child Care Applications; or within 30 days of establishing residence in the District. Applications must be filed annually and any requests received after the April 1st deadline may or may not be approved.

Parent / Guardian Name: _____ Date: _____
(please print)

Parent / Guardian Signature: _____

----- Below for District use only -----

Date Received: _____