

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating, developing, and inspiring our students for lifelong success.

Series Number 502.4.4P Adopted May 1999 Revised April 2009

Title Student Transfers: Daycare for Students in Grades K-5

INSTRUCTIONS TO PARENTS/GUARDIANS:

- **This form must be completed for the following purposes:**
 1. For a District 196 resident elementary school student (grades k-5) who transfers from one District 196 elementary school to another because of the location of the student's daycare provider, OR
 2. For a nonresident elementary school student (grades k-5) who needs transportation to and/or from daycare within District 196 boundaries. This form must be submitted along with Procedure 502.4.1P, Application to Participate in the State Enrollment Options Program.
- **Forms from nonresidents must be received by the District 196 Student Information Supervisor by January 5 for the following school year.**
- **Transportation services are provided within the parameters set by district policies and regulations.**

**A NEW FORM MUST BE COMPLETED FOR EACH SCHOOL YEAR AND
FOR ANY CHANGE DURING THE SCHOOL YEAR.**

Please print. Complete a separate form for each student each school year.

Student's name (last, first, middle) _____ Current grade level (or, if summer,
grade level in coming year) _____

Student's ID number _____ Parent/guardian name (last, first, middle) _____

Address (street, city, zip code) _____

Parent or guardian telephone number(s) (home) _____ (work) _____ (cell/pager) _____

This student fits in one of the categories checked below:

- Transfer from one District 196 elementary school to another because of location of daycare provider
- Transfer from outside District 196 to a District 196 elementary school (with a completed Procedure 502.4.1P, Application to Participate in the State Enrollment Options Program)

Name of district and school of residence

School requested to attend

Daycare provider

Daycare provider's name Phone _____

Address (street, city, zip code)

Person to contact in an emergency

Name and relationship Phone _____

Transportation requested because location of daycare provider noted above qualifies student for transportation service? Yes No

If yes: I would like my child to be picked up ____ and/or dropped off ____ at the daycare address above (*check appropriate response[s]*). I am also submitting Procedure 707.5.2P, Transportation for Elementary School Students in Daycare at this time.

Requested date for transfer and/or transportation to begin: _____

Additional information _____

I understand it is my responsibility to bring my child to this daycare location and to take my child from this daycare location to my residence. I understand that, if my child qualifies for transportation, the school district's responsibility will be to transport my child from the daycare location to school and/or from school to the daycare location.

X

Parent/guardian signature Date _____

Send this completed form to: Student Information Supervisor
Independent School District 196
3455 153rd Street West
Rosemount, MN 55068

DISTRICT USE ONLY

Procedure 502.4.1P: received yes no approved yes no Date received _____

X

Signature of student information supervisor

Distribution:

- | | | | |
|-------|-----------------------------------|-------|----------------------------------|
| _____ | Parent, guardian or adult student | _____ | Principal of school of residence |
| _____ | Student's cumulative folder | _____ | Principal of requested school |
| | | _____ | Transportation Department |