

CLARKSTOWN CENTRAL SCHOOL DISTRICT RULES FOR NON-PUBLIC SCHOOL TRANSPORTATION REQUESTS

- **AGE REQUIREMENT** - A student must be five (5) years of age on or before December 1st of the school year of requested transportation. Proof of age and parental relation (copy of birth certificate) is a required submission with the application.
- **PROOF OF CLARKSTOWN SCHOOL DISTRICT RESIDENCY** - Proof of residency within the Clarkstown Central School District, and parent government issued ID must be submitted.
- **ANNUAL APPLICATION REQUIREMENT** - Transportation requests must be submitted each year for for each child. Request forms do not carry over from year to year.
- **SUBMISSION DEADLINES** – Transportation request forms **MUST BE** submitted by **April 1st** for the following school year request.
- **NEW TO DISTRICT AFTER APRIL 1st** - Families moving into the District after April 1st have 30 days to submit a transportation request.
- **DISTANCE LIMITS** – Student in grade K-8 who live more than .4 miles from school, and grades 9-12 who live more than 1.4 miles from school, are eligible for transportation services to a non-public school fifteen (15) miles or less from the home address.
- **MILEAGE CALCULATIONS** - Mileage will be determined by the District Transportation Routing System.
- **DATES OF SERVICE** – Transportation to non-public schools is provided during the school year, when Clarkstown Central School District schools are in session. If the Clarkstown Central School District schools are not in session, (weather, conference days, holidays, etc.), no non-public school transportation will be provided. Please check the District website for up-to-date information, www.ccsd.edu.
- **PICK UP and DROP OFF TIMES** – There will only be one pick-up and drop-off time for each non-public school regardless of grade. The times will be established by the Clarkstown Transportation Department and the chief administrator of the non-public school.
- **ROUTE CHANGE REQUESTS** - Once a contract/route has been assigned, we will not honor any changes that will interfere with the performance of said contract/route. Routes are subject to change in accordance with the addition/deletion of eligible student riders during the school year and for reasons of safety and/or efficiency.