



# Manhasset Public Schools

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[Pupil Transportation Department](#)

Jesse Scherr  
Transportation/Registration

January, 2026

Dear Parents,

New York State Education Law and Manhasset Board of Education policy require that parents or guardians of resident students attending a non-public school during the 2026–2027 school year who wish to receive transportation services must submit an Application for Transportation to a Non-Public School no later than April 1, 2026.\* A separate application is required each year for each child. Requests submitted after the deadline will be denied.

Transportation is provided for students in grades K–12 attending non-public schools located within 15 miles of the student's residence. Students in grades 7–12 must live more than one mile from the school to be eligible. Kindergarten students must be five years old on or before December 1, 2026. A copy of the child's birth certificate must be submitted for all kindergarten applicants.

Late bus transportation may be provided to resident students participating in after-school programs when at least five students utilize the service or when the service can be provided at no additional cost. Requests for late bus service for non-public school students must be made on the annual transportation application. Late bus routes may be discontinued if ridership falls below the minimum requirement of five students.

Decisions regarding the provision of late bus service will be made each school year based upon the enrollment at each school and the number of students who will utilize late bus service. In the event that late bus ridership falls below the minimum of five (5) students for ten (10) consecutive days, the run may be cancelled at the discretion of the District, no sooner than 10 days following written parental notification.

Transportation will not be provided prior to the first day of school, during weather-related closures or delays, or on the following school holidays:

Labor Day, Columbus Day, Veterans' Day, Thanksgiving, Friday after Thanksgiving, Christmas Day, New Year's Day, Martin Luther King Jr. Day, Presidents Day, Good Friday, Memorial Day, Juneteenth.

Additional school closing and delayed opening information can be found in the Manhasset Public Schools Calendar and on the District's web site [www.manhassetsschools.org](http://www.manhassetsschools.org)

Please [complete the application online](#) or submit the enclosed form by scanning and emailing it as a **PDF** (photos cannot be accepted) to [transportation@manhassetsschools.org](mailto:transportation@manhassetsschools.org). All applications must be received **by April 1, 2026**.

Please contact the Transportation Office at [transportation@manhassetsschools.org](mailto:transportation@manhassetsschools.org) or 516-267-7777 if you have any questions.

Sincerely,

Jesse Scherr  
Transportation/Registration Dept.

*\*Families who move into the district after April 1 must submit a transportation request within 30 days of establishing residency.*

Manhasset Public Schools  
Office of Pupil Transportation  
200 Memorial Place  
Manhasset, New York 11030

**APPLICATION FOR TRANSPORTATION TO A NON-PUBLIC SCHOOL 2026-2027**

**Student Information**

_____	_____	____/____/____	M/F	Y/N
<b>Last Name</b>	<b>First Name</b>	<b>Grade</b> (Sept 2026)	<b>Date of Birth*</b>	<b>Gender</b>
_____	_____	____/____/____	M/F	Y/N
<b>Last Name</b>	<b>First Name</b>	<b>Grade</b> (Sept 2026)	<b>Date of Birth*</b>	<b>Gender</b>
_____	_____	____/____/____	M/F	Y/N
<b>Last Name</b>	<b>First Name</b>	<b>Grade</b> (Sept 2026)	<b>Date of Birth*</b>	<b>Gender</b>
_____	_____	____/____/____	M/F	Y/N
<b>Last Name</b>	<b>First Name</b>	<b>Grade</b> (Sept 2026)	<b>Date of Birth*</b>	<b>Gender</b>

*\*Note: A birth certificate, baptismal certificate, or passport is required for kindergarten students*

**Home Address** \_\_\_\_\_ **Home phone #** \_\_\_\_\_

**Move in Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

*\*\*New residents must provide proof of residency. Contact the Transportation Office to obtain the necessary Forms\*\**

<b>Homeowner:</b>	<b>Renter/Tenant:</b>	<b>Other:</b>
<input type="checkbox"/> Affidavit of Residency <input type="checkbox"/> Deed or Mortgage Statement or Tax Bill  <b>AND</b> at least three (3) from the following list: <input type="checkbox"/> Electric Bill <input type="checkbox"/> Telephone Bill <input type="checkbox"/> Water Bill <input type="checkbox"/> Oil Bill <input type="checkbox"/> Cable Bill <input type="checkbox"/> Bank Statement	<input type="checkbox"/> Affidavit of Residency <input type="checkbox"/> Lease/Rental Agreement <input type="checkbox"/> Owner/Lessor Affidavit  <b>AND</b> at least three (3) from the following list: <input type="checkbox"/> Electric Bill <input type="checkbox"/> Telephone Bill <input type="checkbox"/> Water Bill <input type="checkbox"/> Oil Bill <input type="checkbox"/> Cable Bill <input type="checkbox"/> Bank Statement	<input type="checkbox"/> Affidavit of Residency <input type="checkbox"/> Head of Household Affidavit <input type="checkbox"/> Deed, Mortgage Statement, Tax Bill, or Lease  <b>AND</b> at least three (3) from the following list: <input type="checkbox"/> Electric Bill <input type="checkbox"/> Telephone Bill <input type="checkbox"/> Water Bill <input type="checkbox"/> Oil Bill <input type="checkbox"/> Cable Bill <input type="checkbox"/> Bank Statement

**School Information**

School Name \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ Town \_\_\_\_\_ Zip \_\_\_\_\_

School Hours \_\_\_\_\_ a.m. - \_\_\_\_\_ p.m. First Day of School:   9   / \_\_\_\_ / 2026

What school did student attend last school year (25/26)? \_\_\_\_\_

**Parent/Guardian Information**

Name _____	Name _____
Relationship to Student _____	Relationship to Student _____
Cell Phone (____) _____	Cell Phone (____) _____
Work Phone (____) _____	Work Phone (____) _____
Email _____	Email _____

***In accordance with Section 3635 of the New York State Education Law, I hereby request transportation for the student named above. I acknowledge that I have read the statements regarding non-public school transportation on the first page of this form.***

Parent Signature \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_