



SCHOOL BUS CHANGE/INFORMATION FORM

Revised July 2022

To keep our student database inclusive of transportation requirements, accurate and up-to-date, this form must be completed each time there is a bus change for a student (parent request for childcare, new student to add, student to remove, etc.). According to the laws of the State of New York all requests for child care arrangements must be received by the school district **on or before April 1** for the upcoming school year. Allow up to five business days to process.

Requests received after Aug. 15 may take up to 10 business days to process.

STUDENT'S ID # _____ CURRENT TRIP #: _____ NEW TRIP #: _____
(To be completed by school) (To be completed by school) (To be completed by school)

TODAY'S DATE _____ SCHOOL: _____ GRADE: _____

NAME OF STUDENT: _____ HOME PHONE: _____

STUDENT'S ADDRESS: _____

PARENT/GUARDIAN EMERGENCY PHONE NUMBER: _____

REASON FOR REQUEST: (Please check all that apply)

NEW STUDENT ____ CHILDCARE PROVIDER* ____ OTHER ____
Please explain _____

*CHILDCARE PROVIDER NAME: _____

*CHILDCARE PROVIDER ADDRESS: _____

*CHILDCARE PROVIDER PHONE #: _____ *DATE EFFECTIVE: _____

*DAYS CHILDCARE TRANSPORTATION NEEDED: M ____ T ____ W ____ TH ____ F ____

*TIME OF DAY TRANSPORTATION NEEDED: AM ____ PM ____ BOTH ____

SIGNATURE OF PARENT/GUARDIAN: _____

Original to school, copy to business office, copy to bus contractor, copy to parent

Questions or concerns, please contact Kurt M. Wickham, supervisor of transportation at 845-744-4057 or kurt.wickham@pinebushschools.org

Ed. Law SS3635(1)(e); 30th Edition School Law, 22:7

PO Box 700 / 156 Route 302 / Pine Bush, NY 12566 / (845) 744-2031 / FAX (845) 744-4059

www.pinebushschools.org