



Northeastern Clinton Central School District



2022-2023

Transportation Change Form

Transportation changes **MUST** be made on the form below during “SUBMISSION DATES” unless one of the criteria’s noted below are met. Submission and effective dates for the 2022-23 school year are as follows:

<u>SUBMISSION DATE</u>	<u>EFFECTIVE DATE</u>
9/6/21 – 9/9/22	9/19/22
10/31/22 – 11/4/22	11/14/22
1/17/23 – 1/20/23	1/30/23
3/27/23 – 3/31/23	4/10/23

CRITERIA FOR A PERMANENT TRANSPORTATION CHANGE OUTSIDE OF SUBMISSION DATES:

- Family makes a **permanent** move to a new address.
- **Permanent** change to a new daycare provider is made.
- Serious family illness that requires student(s) to go to a different address.
- Custody Court Order is in place that dictates where a student will reside on certain days.
- Change in employment or shift
- Extenuating circumstances as determined by Transportation Supervisor and Principals.
- **Due to safety and liability concerns, requests for students to be picked-up and/or dropped-off at a work place will be evaluated on a case-by-case basis. It MUST be consistent for 10 weeks and be on the SAME bus route.**

Date of Request: _____ Transportation Change EFFECTIVE Date: _____

Child’s Name(s): _____

School of Attendance: _____

Student(s) Bus Stop Address (A.M.): ___ Home ___ Other

Student(s) Bus Stop Address (P.M.): ___ Home ___ Other ___ Same as above

Parent/Guardian Name: _____ Phone #: _____

***Please call the Transportation Department two weeks before the end of the quarter to give us time to make the changes for you, 518-298-8242 Ext. 1121.**