

SPECIAL TRANSPORTATION REQUEST FOR 2009-10

Must be completed and returned by June 12, 2009:

Birch Grove Primary School
247 Rhodes Road
Tolland, CT 06084
(860) 870-6750
(Fax: (860) 870-6754)

Tolland Intermediate School
96 Old Post Road
Tolland, CT 06084
(860) 870-6885
(Fax: (860) 872-7126)

Tolland Middle School
One Falcon Way
Tolland, CT 06084
(860) 870-6860
(Fax: (860) 870-5737)

**SUBMIT THIS FORM IF YOUR CHILD IS
GOING TO/FROM A BABYSITTER OR DAYCARE ADDRESS.
DO NOT SUBMIT IF YOUR CHILD IS BEING TRANSPORTED TO/FROM HOME.**

Name of Student: _____ Grade in '09-10: _____

Parent or Guardian's Name: _____

Home Telephone: _____ Business Telephone: _____

Cell Phone: _____

Home Address: _____

Special Transportation Request:

Name of Daycare Provider: _____

Address: _____ Telephone: _____

Special Transportation is requested for (Please mark all that apply: Note grade level breakdown and circle day of week for daycare/babysitter):

KINDERGARTEN

GRADES 1-8

_____ a.m. session - to school M T W Th F

_____ a.m. M T W Th F

_____ a.m. session dismissal M T W Th F

_____ p.m. M T W Th F

_____ p.m. session – to school M T W Th F

_____ p.m. session dismissal M T W Th F

COMMENTS:

Start Date: _____ (MUST ALLOW 3 DAYS FOR PROCESSING)

Signature of Parent/Guardian: _____ Date: _____

office use only: date received: _____

TOLLAND BOARD OF EDUCATION

TRANSPORTATION INFORMATION

Transportation for **all** kindergarten children will be provided on a door-to-door basis **only at the mid-day** take home or pick-up. The morning pick-up and the drop-off at the end of the regular school day will be at the designated bus stops.

The limits for walking to a bus stop are as follows:

K-3	1 mile
4-6	1¼ miles
7-12	1½ miles

Within developments, stops are designated at corners and street intersections.

OTHER-THAN-LEGAL RESIDENCE TRANSPORTATION

The Board of Education adopted administrative regulations concerning transportation to and/or from an other-than-legal residence when such transportation is for the purpose of daycare or babysitting services. **If a student is to be transported to and/or from an other-than-legal residence, refer to the procedure on the reverse side and complete the *Special Transportation Request* form.**

Special transportation requests are also subject to other conditions described in the Transportation Guidelines of the Board of Education.

Transportation assignment is to be made on the basis of the student's home address, with no consideration being given to the babysitting or daycare address. Therefore, if your child (kindergarten through grade 8) is to be picked up from and/or transported to a location other than his/her home residence, please refer to the following guidelines and complete the *Special Transportation Request* form.

PLEASE NOTE: If you need to have your child transported to an address other than his or her home address, a Special Transportation Request form must be filled out every year. These forms are not carried over from year to year.

REQUEST FOR SPECIAL TRANSPORTATION

The Tolland Board of Education Administrative regulations used to establish transportation for students to/from daycare/babysitting locations for the school year are:

1. Babysitting or daycare transportation will only be provided to an other-than-legal residence in Tolland if it is for the entire school year.
This alternate transportation will be provided in the a.m. or the p.m. or both a.m. and p.m.
The a.m. and p.m. location may be different from each other, but the schedule must be consistent each week for the school year. For example, 3 days home, 2 days daycare/babysitter or morning's home, and afternoon's daycare.
2. For special transportation to a babysitter/daycare the student will be picked up or dropped off if:
 - a. it is at the same location weekly for the entire school year;
 - b. the stop is located on an established destination route; or
 - c. if the required rerouting does not increase the cost of transportation to the District.
3. Special transportation will no longer be provided for playdates, birthday parties, music lessons, dance classes, etc.

If your request does not meet these guidelines, you will be notified. You will not be contacted if your request is acceptable according to the transportation guidelines.