

( ) Required  
(X) Local  
(X) Notice

## TRANSPORTATION TO NON-PUBLIC SCHOOLS

A parent or guardian of a student(s) who desires to send him/her to a private or parochial school, within the 15 mile radius as set forth by the NYS Commissioner of Education, for the next school year, must submit a written request in the form of the HCSD supplied "Private School Transportation Request Form" (see attached), to the Board of Education, via the HCSD Transportation Department, no later than April 1st of the preceding year or within thirty (30) days of moving into the district – individual private/parochial school policy regarding this matter notwithstanding. No late request from a parent or guardian shall be denied where a reasonable written explanation detailing why there was a delay in meeting the deadline is provided along with the Private School Transportation Request Form.

Cross-Ref: 8400 Transportation

Adoption date: January 29, 2015

HUDSON CITY SCHOOL DISTRICT  
TRANSPORTATION DEPARTMENT  
215 Harry Howard Avenue  
HUDSON, NEW YORK 12534

PRIVATE SCHOOL TRANSPORTATION REQUEST FORM

Please Print Clearly

\_\_\_\_\_ School.  
Name of School

|                    |             |           |                     |
|--------------------|-------------|-----------|---------------------|
| _____ Student Name | _____ Grade | _____ Age | _____ Date of Birth |
| _____ Student Name | _____ Grade | _____ Age | _____ Date of Birth |
| _____ Student Name | _____ Grade | _____ Age | _____ Date of Birth |
| _____ Student Name | _____ Grade | _____ Age | _____ Date of Birth |

Parent Name: \_\_\_\_\_.

Address: \_\_\_\_\_.

Your residence must be within the boundaries of the Hudson City School District and be 15 miles or less from the school you are requesting transportation to.

Location of / Landmark near Home: \_\_\_\_\_.

Phone Number: \_\_\_\_\_ Emergency/Cell Number: \_\_\_\_\_

Work Number: \_\_\_\_\_ Emergency/Cell Number: \_\_\_\_\_

Please be sure to provide working numbers where you or a contact person can be reached at all times.

A Parent, Guardian or sitter must be there to receive the student in the afternoon unless prior written notice is given to the driver.

All transportation changes must be made in writing and given to the driver and school.

Transportation to alternate or sitter locations must be made in writing, by the parent or guardian.

ALL APPLICATIONS FOR  
NON-PUBLIC SCHOOL TRANSPORTATION  
MUST BE ON FILE WITH THE  
HUDSON CITY SCHOOL DISTRICT BY  
APRIL 1, \_\_\_\_\_