



NORTHPORT-EAST NORTHPORT UNION FREE SCHOOL DISTRICT

TRANSPORTATION DEPARTMENT

Trish McGrane

Transportation Supervisor
158 Laurel Avenue, Northport, NY
Phone: (631) 262-6865
Fax: (631) 262-7538

January 20, 2017

Dear Principals:

Enclosed please find a copy of the Northport-East Northport UFSD 2017-2018 Request for Transportation to Non-Public Schools Application form. The deadline for submission of this form is April 1, 2017.

Please inform all Northport-East Northport registrants of this transportation requirement as well as the need for them to be registered in our school district.

Thank you so much for your assistance in this process.

Sincerely,

Trish McGrane
Transportation Supervisor
Northport-East Northport UFSD

Enc.

TMcG:jk

Request for Transportation to Non-Public Schools

APPLICATION DEADLINE April 1, 2017

- Requests for transportation to non-public schools must be filed in writing with the Northport-East Northport Board of Education by **April 1, 2017** for the 2017-2018 school year. Parents are advised to file even if admission to the non-public school is still in question.
- To qualify for transportation, the school must be no further than 15 miles from the student's home. In-district private schools follow the same distance guidelines as in-district public schools.
- You must complete a separate form for every school you are considering.
- Bus stops will be at the nearest corner, whenever possible.
- Parents are responsible for getting their children to and from stops safely.
- A formal application *must* be submitted annually.
- Forms are available online and may be submitted via e-mail as an attachment only to npttrans@northport.k12.ny.us.
- Receipts confirming transportation requests will be sent via e-mail or postcard with a receipt confirmation number.
- **The receipt confirmation number is required when dealing with any discrepancy regarding the application.**
- All students attending non-public schools *must* be registered in the Northport-East Northport School District to receive Transportation.

Part A: To be completed whenever school bus service is required

I hereby request that transportation be provided for my child to:

(School name) _____ located at _____
_____ a non-public school for the 2017-2018 school year.

Student Name: _____ Birth Date: _____ Age: _____

Grade: (as of Sept.'17) _____ Parent E-mail address: _____

Student Address: _____

Telephone: _____ Signature of Parent/Guardian: _____

EMERGENCY CONTACT: (Name and Number) _____

Late Bus Requested: Yes () No () Calls requesting a late bus must be received in Transportation by 10 a.m. on the day the late bus will be needed.

Part B: To be completed only if this request is a late request (after April 1, 2017)

The reason I am submitting a late request for transportation service is: _____

Return this form to:

Transportation Department
Northport-East Northport UFSD
P.O. Box 210
Northport, NY 11768

or

npttrans@northport.k12.ny.us
(as an attachment only)