



# Kenmore-Town of Tonawanda Union Free School District

Transportation Department  
1680 Military Road., Kenmore, NY 14217, (716) 874-8611

## Non-Public School Transportation Application

School Year 20\_\_ - 20\_\_

In accordance with Section 3635 of the NYS Education Law, parents or legal guardians of students residing within the Kenmore-Town of Tonawanda UFSD desiring to have their child receive transportation to a non-public school may, upon written request submitted not later than **April 1<sup>st</sup>** preceding the next school year, be provided transportation. A new application must be submitted each year by April 1<sup>st</sup>. Please complete one application for each child.

**PLEASE PRINT CLEARLY:**

### STUDENT INFORMATION

**NAME of Child** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_  
FIRST NAME LAST NAME MM/DD/YYYY

**ADDRESS of Child:** \_\_\_\_\_

**DATE Residency Established:** \_\_\_\_\_

### NON-PUBLIC SCHOOL INFORMATION

**NAME of Non-Public School:** \_\_\_\_\_

**ADDRESS of Non-Public School:** \_\_\_\_\_

**SCHOOL HOURS:** \_\_\_\_\_ **to** \_\_\_\_\_ **SCHOOL PHONE:** \_\_\_\_\_  
START TIME END TIME

**TRANSPORTATION REQUESTED** (please circle) **AM\*** **PM**

*\* Most students attending a non-public school outside of the school district will be required to transfer buses in the AM.*

**Parent/Guardian Signature:** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Emergency Contact (name and phone):** \_\_\_\_\_

**\*\*Please note: Transportation will not be provided to any school when the Kenmore-Town of Tonawanda UFSD is not in session. Please refer to the district calendar at [www.ktufsd.org](http://www.ktufsd.org). Transportation will not be provided to any school when the Kenmore-Town of Tonawanda UFSD is closed for any reason, including weather conditions. Transportation will not be provided to schools outside of the Kenmore-Town of Tonawanda UFSD district boundaries, when the public school in which the non-public school resides is closed for any reason.**

Please return this form to the Transportation Department using one of the following:

Email: [transportation\\_office@ktufsd.org](mailto:transportation_office@ktufsd.org)  
Fax: (716) 874-8618  
In Person/mail: 1680 Military Road, Kenmore NY 14217



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## **ELIGIBILITY REQUIREMENTS FOR TRANSPORTATION**

Any resident pupil who legally attends a regular day school program in grade Kindergarten through twelfth grade, in an approved private, parochial or charter school is entitled to transportation if he or she qualifies according to the following conditions:

### ***AGE AND GRADE ELIGIBILITY***

Transportation will be provided for eligible students, in accordance with the Age of Entrance Policy 7120 and the Entitlement to Attend Policy 7130 of the Kenmore-Town of Tonawanda UFSD Board of Education. These policies can be found at [www.ktufsd.org](http://www.ktufsd.org).

### ***BOUNDARIES:***

Students in **Kindergarten through Fourth Grade (K-4)** who reside **beyond 0.5 miles** of their non-public school are eligible for transportation.

Students in grades **Five through Seven (5-7)** who reside **beyond 0.75 miles** of their non-public school are eligible for transportation.

Students in grades **Eight through Twelve (8-12)** who reside **beyond 1.0 mile** of their non-public school are eligible for transportation.

**NOTE: Transportation is NOT provided to any address outside of the Kenmore-Town of Tonawanda UFSD district boundaries.**

### **CHANGE OF SCHOOL OR ADDRESS:**

If a student has a change of school or address during the school year, a new application must be submitted to the Transportation Department.

Due to the many steps necessary to accommodate transportation requests and to provide safe transportation to all students, please note that changes may take 7-10 business days to go into effect.