

Buffalo City School District
Transportation Department
105 Bailey Avenue
Buffalo, New York 14220
Phone: 816-4895
Fax: 816-4646-9744



SECOND ADDRESS TRANSPORTATION INSTRUCTIONS – YELLOW BUS

To receive transportation to or from an address other than your home address such as a daycare, after school program or a relative, you must meet the following conditions:

- The student must be eligible for transportation on a yellow bus as per Buffalo City School District Policy.
- Student home address information must be current. (Must be done at the child's school or at Central Registration)
- The second address must be within the city limits and outside of the school's walk boundary.
- The morning pick-up point must be the same for all 5 days of the week. The afternoon drop-off point must be the same for all 5 days of the week. The pick-up and drop-off points may be different.

Due to the many steps necessary to accommodate your request and provide safe transportation to all children, please note that changes take a minimum of one week to go into effect. We can provide the best service for your child with notice well in advance of your need.

Once begun, second address transportation will continue indefinitely unless we hear from you.

Please mail or deliver applications for this service to the above address. Applications may also be completed at your child's school. You will receive either a routing letter with a scheduled start for the new service or a denial notice if your request does not meet one of the above conditions.

Thank You.

A handwritten signature in black ink that reads "Al Diamico". The signature is written in a cursive style.

Al Diamico
Director of Transportation

Second address (daycare) application

Information about your child:

<i>Student ID # (parent - complete if know student last name)</i>									
<input type="text"/>					<input type="text"/>				
<i>student first name</i>					<i>house number</i>		<i>street & street suffix</i>		
<input type="text"/>					<input type="text"/>		<input type="text"/>		
<i>apt number</i>		<i>zip code</i>			<i>grade</i>	<i>school name/number</i>			
<input type="text"/>		<input type="text"/>			<input type="text"/>	<input type="text"/>			
<i>birth date</i>				<i>sex</i>	<i>parent or guardian</i>				
<input type="text"/>				<input type="checkbox"/>	<input type="text"/>				
<i>home phone number</i>				<i>emergency contact</i>				<i>emergency phone number</i>	
<input type="text"/>				<input type="text"/>				<input type="text"/>	

Information about what you are requesting:

<i>morning address (pick-up):</i> _____
<i>day care name (if applicable):</i> _____
<i>person responsible at this address:</i> _____
<i>their phone number:</i> _____
<i>afternoon address (drop-off):</i> _____
<i>day care name (if applicable):</i> _____
<i>person responsible at this address:</i> _____
<i>their phone number:</i> _____

parent's (or guardian) signature: _____ *date:* _____

Please complete and return white copy to:

Second Address Transportation, BPS, 105 Bailey Avenue, Buffalo N.Y. 14220

Fax #: 716-878-9744

(white - transportation dept, yellow - school, gold - parent)