



SYRACUSE CITY SCHOOL DISTRICT  
Anthony Q. Davis, Sr., Superintendent of Schools

Transportation Department

Jeremy C. Smith, Director

**2025/2026 School Year  
Child Care Request Form**

**PLEASE RETURN COMPLETED FORM TO YOUR CHILD'S SCHOOL OR THE TRANSPORTATION DEPARTMENT**  
**Requests need to be RENEWED EACH SCHOOL YEAR**

***Distance Criteria: Grades K-8 – more than 1 mile***  
(Please fill this form out completely or it could delay processing your request.)

***To Be Completed by Parent/Guardian Only (PLEASE PRINT CLEARLY)***

School \_\_\_\_\_ Date \_\_\_\_\_ Effective Date \_\_\_\_\_

Student \_\_\_\_\_ Grade: \_\_\_\_\_

Student \_\_\_\_\_ Grade: \_\_\_\_\_

Home Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Number: \_\_\_\_\_ Work Number: \_\_\_\_\_

Name of Child Care Provider \_\_\_\_\_ Phone Number: \_\_\_\_\_

Child Care Provider's Signature \_\_\_\_\_ Date \_\_\_\_\_

**AM** Pick-up Address **Please give specific address only (NO CORNERS):** **Must be consistent 5 days a week**

**PM** Drop-off Address **Please give specific address only (NO CORNERS):** **(Must be consistent 5 days a week including early dismissals, extended days and emergencies)**

I understand this form needs to be renewed each year. YES \_\_\_\_\_ Initial \_\_\_\_\_

Signature of Parent/Guardian: (Must be signed by parent/guardian only) \_\_\_\_\_

**Transportation Analyst's Only**  
(To Be Completed by the Transportation Department Only)

- ☐ Home address does not match school system  
☐ Childcare address ONLY not a corner request  
☐ Police matter

- ☐ Childcare address not eligible or outside city limits  
☐ Form incomplete (see above highlighted areas)