

**PUTNAM COUNTY
CENTER BASED PROGRAM TRANSPORTATION DISCUSSION**

Typically, children under the age of five who attend early childhood programs are transported there by parents, legal guardians, or other authorized individuals (PGA's). This benefits everyone by providing parents with regular, informal contact with the program and staff and keeps PGA's involved in their child's day. New York State Education law encourages PGA's to transport children to center based special education programs. If desired, PGA's can be reimbursed for their mileage with public funding *for the portion of the trip that the child is in the car.*

If a child would be unable to attend a recommended center based special education program because a PGA is unable to transport such child, the County will arrange for the child to be transported. However, there are limitations to the pick-up (before the program) and drop off (after the program) locations. Specifically, **the pick up and drop off locations must:**

Be within Putnam County, be consistent on a weekly basis, and fall along established vehicle routes

PGA's should be aware that the location of their home in relation to the center based special education program, and the total number of children on the vehicle will influence the length of a trip for each child. As numbers of children change throughout the year, the time of the trip may vary accordingly. **It is possible for a child to be on the vehicle for over an hour each way.** It is also possible that a child's route may include a vehicle transfer which means that a child will start a route on one vehicle and then transfer, with supervision, onto another vehicle at a designated transfer location.

When County transportation is determined to be necessary, a separate **Transportation Information Form** will be completed by the program the child attends with PGA information regarding specific pick up and drop off details. That form will be forwarded to the County for transportation arrangements.

Given the above, I have decided that (check all that apply):

I will transport my child to his/her center based program I also request mileage reimbursement.

I am unable to transport my child to his/her center based program. Round Trip Transportation needed.

I will transport my child one way (AM/PM circle one) to his center based program but I am unable to transport the other way. County provided transportation is needed one way.

On the other side of this form I have listed any medical conditions transportation should be aware of.

Child Name: _____ D.O.B _____

Home Address: _____

Parent Name –Print: _____ Phone: _____

Parent Signature: _____ Date: _____

Name of Center Based Program: _____

Return This Form to:

Marianne Larm
Putnam County Department of Health
1 Geneva Road
Brewster, NY 10509
Fax: 845-808-4092

For Children in Preschool Program:

Inform your CPSE Chairperson

of your selection as soon as possible
so the IEP can be completed

*In the event of circumstances beyond your control, changes to the above selections may be discussed by calling
Marianne Larm at 845-808-1640 ext. 46032*