



May 2, 2016

Dear Parents/Guardians:

An immediate concern of Suffolk Public Schools in providing school bus transportation is the number of students projected to ride our school buses during the upcoming school year. Every effort is made to predict school bus loads, even though numbers continually change from day-to-day. There are a couple of issues that make these numbers difficult to predict; those students who request transportation to an alternate daycare location within the same school zone and those students who do not ride the bus. Overcrowded buses are not safe and adding additional school buses come at a significant cost, therefore, we are requesting your assistance.

In order for us to adequately plan for the 2016-2017 school year, we are requesting that you submit the attached form to the Transportation Department, at 120 Forest Glen Dr, Suffolk, VA, 23434. You may also email the attached form to [annettemclamb@spsk12.net](mailto:annettemclamb@spsk12.net), drop it off at your child's school or complete the form online at <http://goo.gl/forms/kr8PQB2I3L>. The forms are due by June 30, 2016. We will notify you only if we are unable to meet your request. Although every effort will be made to accommodate childcare bus transportation needs, the Suffolk Public Schools transportation department cannot guarantee its ability to provide transportation service to all requests. Any form received after August 15<sup>th</sup>, 2016 will not be acted upon till September 26<sup>th</sup>, 2016 in the order that they are received.

If you are requesting for your child to attend a daycare provider out of your assigned school zone, you will need to contact the Pupil Personal Department for Suffolk Public Schools at 925-6750.

Again, thank you in advance for you willingness to provide Suffolk Public Schools with important information regarding your child's transportation.

Suffolk Public Schools  
Transportation Department  
Student Transportation Information  
**DUE BY JUNE 30, 2016**

Date: \_\_\_\_\_

Child's Name: \_\_\_\_\_  
Print Name

Physical Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

2016 - 2017 Child's School: \_\_\_\_\_

2016-2017 Grade: \_\_\_\_\_

My child **DOES NOT** need school bus transportation.

My child's bus stop is based on the in zone address listed below. This does not mean that a bus stop will be created at the address provided.

Childcare Provider's Name: \_\_\_\_\_

Childcare Provider's Address: \_\_\_\_\_

Childcare Provider's Phone Number: \_\_\_\_\_

**AM PICK UP ONLY**

**PM DROP OFF ONLY**

**BOTH AM/PM**

Parent Name \_\_\_\_\_ Parent Signature \_\_\_\_\_

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Note: Alternate transportation for childcare requires five (5) consecutive days (AM, PM or both) at the same location. The childcare provider must be on Suffolk Public Schools approved provider list. This list may be found on the Suffolk Public Schools website or at your child's assigned school. Since request made after June 30<sup>th</sup> is received after our bus routing process has been initiated, it may be more difficult to accommodate your request for transportation. Please be mindful that request require at least 5 business days for action by the Transportation Department. **Request received between August 15<sup>th</sup> – September 23<sup>rd</sup>, 2016 will not be acted upon until September 26<sup>th</sup>, 2016 in the order they are received.**

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**FOR OFFICE USE ONLY: DATE RECEIVED** \_\_\_\_\_

Submit forms to: Transportation Department  
Suffolk Public Schools  
120 Forest Glen Dr  
Suffolk, VA 23434

Phone: (757) 925-5572  
Fax: (757) 539-4303  
email: [annettemclamb@spsk12.net](mailto:annettemclamb@spsk12.net)

## APPROVED CHILD CARE PROVIDERS AND THEIR APPROVED TRANSPORTATION ZONES

<b>Provider</b>	<b>Address</b>	<b>School Zone</b>
Apple Tree Learning Center	601 W Washington St	Elephant's Fork Elementary
Apple Tree Learning Center	410 N Broad St	Elephant's Fork Elementary
Ebenezer United Methodist Church	1589 Steeple Dr	Oakland Elementary
First Baptist Weekday School	237 N Main St	Hillpoint Elementary
Fleet & Family Readiness Child Development Home	121 Rochdale Ln	Nansemond Parkway Elementary
Main Street Day Care	202 N Main St	Elephants Fork Elementary Hillpoint Elementary
Quality Time Day Care	2008 Meade Parkway	Elephant's Fork Elementary
YMCA	2769 Godwin Blvd	Hillpoint Elementary
Kiddie Kingdom	3637 Nansemond Pkwy	Nansemond Parkway Elementary
Children's Harbour	Champions Way	Northern Shores Elementary
Antioch Daycare	4201 Crowdy Blvd	Creekside Elementary
Little Grove Baptist Church	6320 Townpoint Rd	Creekside Elementary
Christine Santsaver	104 Dunbar Dr	Oakland Elementary
Wendi Sanzo	1804 Cedar Cres Ln	Oakland Elementary
Liberty Baptist Daycare	116 Romans Rd	Oakland Elementary
Triple T Sports	619 E Constance Rd	Mack Benn Jr. Elementary
Growing Up at Obici	2802 Godwin Blvd	Hillpoint Elementary
Kids Kingdom Child Development	234 Meadow View Blvd #250	Creekside Elementary
New Life Preschool & Daycare	538 E Constance Rd	Mack Benn Jr. Elementary
Unique Little Hands	3000 Godwin Blvd	Hillpoint Elementary
Kings Kids Day Care	122 Lakes Edge Dr	Hillpoint Elementary
Tanya Small	408 Beamons Mill Trl	Mack Benn Jr. Elementary