



**PUTNAM VALLEY SCHOOL DISTRICT**  
**DAILY TRANSPORTATION RELEASE FORM**

**It is expected that student will travel to and from athletic competitions or activities with their teams or groups, but in unusual circumstances parents may drive them or pick them up.** This form must be properly completed, signed and returned to the Athletic Office or School Administrative Office 24 hours prior to the activity or in unavoidable situations to the activity supervisor or coach at the activity site in order to obtain the release of the child from the transportation provided to or from the site by the District. A new form must be completed each time the release of a child is sought from the District transportation obligations.

The district cannot permit the use of "car pooling" as this would be contrary to *Education Law 1709* and contrary to the *Putnam Valley Board of Educations'* own policy against releasing students to anyone but the parent/guardian or an emergency contact.

**GOING TO AN ACTIVITY OR ATHLETIC EVENT**

I, \_\_\_\_\_, request that the District release my child, \_\_\_\_\_ into  
(Name of Parent or Legal Guardian) (Name of Student)  
my custody to drive my child to the extracurricular activity or athletic event listed below.

**Activity or Athletic Information**

Reason for not using District Provided Transportation

\_\_\_\_\_  
(Identify Athletic Event, Field Trip or other Event)

\_\_\_\_\_  
(Location of Activity)

\_\_\_\_\_  
(Date of Activity)

**PICKING UP AT THE END OF AN ACTIVITY OR ATHLETIC EVENT**

I, \_\_\_\_\_, request that the District release my child, \_\_\_\_\_ into  
(Name of Parent or Legal Guardian) (Name of Student)  
my custody at the conclusion of the extracurricular activity or athletic event listed below.

**Activity or Athletic Information**

Reason for not using District Provided Transportation

\_\_\_\_\_  
(Identify Athletic Event, Field Trip or other Event)

\_\_\_\_\_  
(Location of Activity)

\_\_\_\_\_  
(Date of Activity)

I assume full responsibility for driving my child to the extracurricular activity or athletic event, or picking up my child from the extracurricular activity or athletic event. I understand that under no circumstances will my child be driven to or picked up from the above event or activity by any individual other than the person named on this form. The parent or legal guardian must present the child to the activity advisor or coach upon arrival, or when picking up the child meet directly with the activity advisor or coach. If you do not pick up your child when the bus is ready to depart, your child will return on the bus to the designated District site.

\_\_\_\_\_  
(Signature of Parent/Legal Guardian)

\_\_\_\_\_  
(Print Name of Parent/Legal Guardian)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Approved by)

\_\_\_\_\_  
(Date)