



## DISTRICT PRACTICE 7000

### TRANSPORTATION OF STUDENTS ON REGULAR SCHOOL BUS ROUTES

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#### **DISTRICT PRACTICE:**

The Board of Education (“Board”) may provide transportation or transportation assistance for eligible students, and where possible, transportation for courtesy riders to travel between a designated bus stop and their designated age-appropriate and/or program-appropriate school.

The Board recognizes that in some situations it may be necessary for School District No. 6 (Rocky Mountain) (“District”) to relocate students from one school to another. When relocation is directed by the District, these students are eligible for District transportation and/or transportation assistance if they qualify as an eligible rider to the new school location.

Transportation services are provided for School District No. 6 (Rocky Mountain) K-12 students only.

#### **1. RIDER ELIGIBILITY**

- 1.1 A student must be registered annually as an eligible or courtesy rider in order to ride a school bus.
- 1.2 A student is considered to be eligible if their home address is at least 4.0 km. (Kindergarten to Gr. 3) or 4.8 km (Gr. 4 to Gr. 12) from the nearest bus stop or the nearest age-appropriate and/or program-appropriate school (measured as actual shortest driving distance from the recognized public road access of the student’s property to the nearest bus stop and/or nearest age-appropriate and/or program-appropriate school).
- 1.3 Transportation of a non-eligible student is the responsibility of the parent. Non-eligible students may be provided transportation as courtesy riders. To be approved, there must be space available on existing bus routes. The bus schedule and routes will not be adjusted for courtesy riders.
  - (a) Available space will be determined by September 30.
  - (b) Requests for transportation must be made in writing annually to the Operations Supervisor.
  - (c) Rides are only available for courtesy riders to travel between a designated bus stop and their designated age-appropriate and/or program-appropriate school.
  - (d) Courtesy ridership is subject to cancellation at any time, with five (5) days’ notice.



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1.4 The criteria for approving courtesy ride requests will be based on the following:

- (a) available space;
- (b) ill health or temporary disability;
- (c) age of student;
- (d) distance from school; and
- (e) safety.

1.4.1 In the event of ill health or temporary disability, authorization will be given by the Operations Supervisor upon receipt of a request from the parents, substantiated by a medical certificate, which should state the expected length of the ill health or temporary handicap, if required by staff.

1.5 Transportation for students not attending their age appropriate or program appropriate school shall be the responsibility of parents. Students may apply for a courtesy ride on regular school bus routes where space is available.

## 2. TRANSPORTATION ASSISTANCE

2.1 In accordance with Section 83 of the *School Act*, transportation assistance will be available to eligible students who reside further than 4.0 km. (Kindergarten to Gr. 3) or 4.8 km (Gr. 4 to Gr. 12) from the nearest bus stop or nearest age-appropriate and/or program-appropriate school. The rate is determined by the Board and is currently set at \$.40 per km driven. Transportation assistance is based only on days in attendance and is paid on a per-family basis.

## 3. STUDENTS WITH SPECIAL NEEDS

3.1 Students with special needs, as approved by the superintendent or designate, are eligible for transportation or transportation assistance regardless of eligibility as defined in the accompanying policy and this district practice.



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#### 4. BUS ROUTES

4.1 Applications for new bus routes, stops or extensions to existing bus routes shall be submitted to the Operations Supervisor in writing. Applications shall be evaluated based on the following priorities:

- (a) safety of the students affected;
- (b) cost of providing the service should not exceed the cost of the corresponding transportation assistance allowance plus 30%, and the number of students directly affected must be more than four (4);
- (c) space limitations of the particular bus route;
- (d) implications for other students on the affected route;
- (e) road conditions of proposed route or extension; and,
- (f) younger students or students with health problems will be given preference over other students.

The Operations Supervisor is authorized to approve or decline applications based on the above criteria.

4.2 A school bus route may be changed during the current school year. Parents or guardians of students who would be affected by the change shall be notified in writing at least two (2) weeks prior to any such change taking effect.

4.3 All school bus routes will be reviewed annually by the Operations Supervisor to ensure the continued application of the conditions stipulated by the accompanying policy and this district practice. Routes or portions of routes will be discontinued if the cost of continuing the service would exceed the cost of the corresponding transportation assistance allowance plus 30%. In this circumstance, families affected by the change shall be notified in writing at least two (2) months prior to the change taking effect.