



SCHOOL DISTRICT NO. 50 HAIDA GWAI BOARD POLICY MANUAL

POLICY G.6 Transportation of students - School busses

Date Passed: October 1999

Date Approved: November, 1999

Date Amended: May 22, 2018

Preamble:

Transportation to and from school is the responsibility of parents/guardians. However, the Haida Gwaii School District #50 may provide transportation for students to attend school and other school related functions under certain circumstances as permitted by Sections 83 and 85 of the BC School Act.

Definitions:

- i. Eligible Rider: A student who is registered to be bussed to school on a daily basis
- ii. Courtesy Rider: a student who may ride the bus on occasion with prior approval

1.0 Provisions of Transportation School Busses:

1.1 Where there are sufficient students to justify the service and where road conditions are suitable for school buses, school bus transportation may be provided for students who:

- i. reside within the School District boundary;
- ii. live a considerable distance from the nearest school.

1.2 If the Board determines that school bus transportation is not practical, transportation assistance may be available as per SD 50 Policy D.3 *Transportation Assistance*.

1.2 Rider Eligibility:

- i. A student must be registered annually as an eligible or courtesy rider in order to ride a school bus.
- ii. A student may be considered to be eligible for transportation to and from school if his or her home address is at least 2.3 km from the school.
- iii. Chaperones (with cleared Vulnerable Sector Checks), for school related special events or field trips are also eligible to ride the bus under the direction of the Principal.



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1.2.1 Students with Special Needs

Students with special needs, are eligible for transportation or transportation assistance regardless of eligibility as approved by the Transportation Supervisor.

2.0 Administrative Procedures

2.1 The Superintendent:

- i. is responsible for all matters pertaining to the transportation of students on busses in our district.
- ii. may place video surveillance equipment and other monitoring devices on busses pending required consultation.
- iii. may reduce the limit in 1.2
- ii. limit where special circumstances apply.
- iii. will inform the board in matters that involve:
 - a. a permanent change to the ridership in the amount of the lowest ridership on a single route,
 - b. a change in the number of busses/routes available
 - c. Board level suspensions of riders

2.2 Courtesy Riders:

- i. Requests for courtesy rider transportation must be made in writing to the Transportation Supervisor
- ii. The criteria for approving courtesy rider requests will be based on:
 - a. Available space
 - b. Age of student
 - c. Distance from the school
 - d. Safety

In the event of long term ill health or temporary handicap, the Transportation Supervisor may determine that the student is eligible to become a regular rider on the bus.



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iii. Bus schedules, routes, and pick up/drop off locations will not be adjusted for courtesy riders.

iv. Courtesy ridership is subject to cancellation at any time.

2.3 Bus Routes

2.3.1 Transportation Supervisor:

- i. Is responsible for setting Bus routes
- ii. will review all school bus routes annually to ensure the continued application of the conditions stipulated by this Policy.
- iii. may deem it necessary to change school bus routes 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.
- iv. reviews written applications from parents/guardians who wish to seek an adjustment or an addition to a route based on the following criteria:
 - a. Safety of the students affected
 - b. Cost of providing the service
 - c. The number of students directly affected must be more than four (4)
 - d. Space limitations of the particular bus route
 - e. Implications for other students on the affected route
 - f. Road conditions of proposed route or extension, and,
 - g. Younger students or students with health problems will be given preference over other students

2.3.1 Bus Stops

- i. Except for extra-curricular trips, boarding and disembarking in locations other than a designated bus stop is not permitted.



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2.4 Bus Cancellations, Delays or Emergency Situations

The decision to cancel or delay school bus service for reasons such as adverse weather or safety matters, will be made by the Transportation Supervisor or delegate unless there is immediate risk to riders, in which case the driver will act accordingly.

- ii. The Transportation Supervisor will ensure that the Principal of affected schools is notified.
- iii. The Principal will be responsible for notifying parents or student emergency contacts.

2.4.1. In situations where the bus breaks down or where travel during trips becomes unsafe, the following procedures will apply:

- i. The driver will make every effort to ensure the immediate safety of all riders
- ii. The driver will notify the school principal and/or dispatcher
- iii. The principal or designate will notify parents/guardians
- iv. Unless directed otherwise by the driver or emergency responder, students will remain on the bus until such time as it is deemed safe for students to leave the bus.

2.4.2 This information will be included in parent/student handbooks or information packages.

2.5 Rider Conduct

- i. All riders are expected to follow the direction of the driver, as well as District and School Codes of Conduct at all times.
- ii. School Principals or their designates are responsible for addressing any disciplinary issues or investigations into conduct of student riders.
- iii. School Principals may implement disciplinary measures up to and including suspension of riding privileges.