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## AP – 4.8 STUDENT TRANSPORTATION ON SCHOOL BUSES

### 1. PREAMBLE / PURPOSE

Transportation to and from school is the responsibility of parents/guardians. Haida Gwaii School District No. 50 may provide transportation for registered students, as permitted under Sections 83 and 85 of the *BC School Act*. This procedure outlines expectations and responsibilities to ensure safe, efficient, and compliant student transportation, with safety and well-being as the highest priorities.

### 2. SCOPE

This procedure applies to all students, parents/guardians, school staff, bus drivers, and transportation contractors within the district.

### 3. ELIGIBILITY FOR TRANSPORTATION

#### Eligible Riders:

- I. Students of Haida Gwaii School District No. 50 who are registered and approved for transportation services.
- II. A student is eligible for transportation to and from school if their primary residence is:
  - located at least 2.3 kilometres from the designated school, **or**
  - within the jurisdiction of the *British Columbia Tripartite Education Agreement (BCTEA – Schedule G)*.
- III. Chaperones (with an approved Vulnerable Sector Check) may be permitted to ride the bus for school-related special events or field trips, as authorized by the Principal.

#### Students with Disabilities or Diverse Abilities:

Students with disabilities or diverse abilities are eligible for transportation, or transportation assistance, regardless of eligibility. Approval will be coordinated through the Transportation Supervisor in consultation with Student Services, as required.

### 4. BUS SCHEDULING AND ROUTES

#### Route Planning and Review:

The Transportation Supervisor is responsible for establishing all bus routes. Routes are reviewed annually based on student enrollment and residential data to maximize safety, efficiency, and equitable access. The Transportation Supervisor will review all routes annually to ensure continued alignment with district policy and provincial requirements.

#### Route Adjustments:

The Transportation Supervisor may deem it necessary to alter routes during the school year. Parents/guardians of affected students will be notified in writing at least two (2) weeks prior to the change taking effect, except in cases of emergency or unforeseen road closures.

#### Criteria for Route Changes or Additions:

Written applications from parents/guardians requesting a route adjustment or extension will be reviewed by the Transportation Supervisor based on the following:

- a. Safety of the students affected
- b. Cost of providing the service
- c. Number of students directly affected

- d. Space limitations on the bus route
- e. Impacts on other students on the affected route
- f. Road conditions of the proposed route or extension
- g. Preference given to younger students or students with health concerns

## **Schedule Adherence:**

Buses will strive to adhere to established schedules, recognizing that weather, road conditions, and ferry service may occasionally cause delays. Any significant changes to schedules or routes require prior approval from the Transportation Department and timely communication with schools and families.

## **5. SAFETY AND CONDUCT**

- **Driver Responsibilities:** Drivers must operate vehicles safely, following the "Canadian School Bus Driver Training Manual - British Columbia Version."
- **Student Behavior:** Students are expected to follow the code of conduct. Repeated misconduct may lead to suspension of bus privileges.
- **Emergency Procedures:** Drivers are trained to handle emergencies (e.g., mechanical failure, accidents).
- **Bus Stops:** Except for extra-curricular trips, boarding and disembarking in locations other than a designated bus stop is not permitted.

## **6. USE OF PRIVATE VEHICLES**

- **Authorization:** Use of private vehicles for student transport requires prior approval from the Principal or Superintendent.
- **Insurance Requirements:** Drivers must have appropriate insurance coverage, including third-party liability and provide proof of insurance upon request.
- **Vehicle Standards:** Vehicles must be in good condition and comply with all safety regulations.

## **7. FIELD TRIPS AND EXTRACURRICULAR ACTIVITIES**

- **Preferred Transportation:** District buses are preferred for field trips and extracurricular activities due to enhanced safety and supervision.
- **Alternative Transportation:** Charter buses or other modes may be used when appropriate, following district approval.

## **8. INCLEMENT WEATHER AND UNFORESEEN CIRCUMSTANCES**

- **Service Suspension:** Transportation may be suspended if roads are deemed unsafe due to weather or other conditions.
- **Notification:** Parents and guardians will be informed promptly of any service changes or cancellations.

## **9. COMPLIANCE AND REVIEW**

- **Regulatory Adherence:** All transportation activities comply with the BC Motor Vehicle Act and other relevant legislation.
- **Procedure Review:** This procedure is reviewed bi-annually to incorporate updates in regulations and district policies.

## **10. REFERENCES**

- BC Motor Vehicle Act
- British Columbia Tripartite Education Agreement: Supporting First Nation Student Success (BCTEA)
- Canadian School Bus Driver Training Manual – BC Version
- WorkSafeBC – Transportation Safety Guidelines