

SD 42 POLICY: 5400

TRANSPORTATION OF STUDENTS WITH SPECIAL NEEDS

1. PHILOSOPHY

The Board of Education ("Board") believes that it is their responsibility to ensure that appropriate student transportation is provided for eligible students with special needs to their catchment area school.

2. AUTHORITY

The day to day administration and enforcement of this Policy rests with the Manager of Transportation as authorized by the Board.

Eligible Students With Special Needs

Transportation will be provided by the Board to eligible students as defined below.

- Students with special needs (Ministry categories: A - Physically Dependent; B – Deafblind; C - Moderate to Profound Intellectual Disability; D - Physical Disability or Chronic Health Impairment; E - Visual Impairment; F - Deaf or Hard of Hearing; G - Autism Spectrum Disorder):
 - who live within the catchment area for their school but who are unable to independently walk to school or use public transportation.
 - who are required by the District to attend a specialized program and are unable to walk to school or use public transportation.

Eligibility for Courtesy Rides

The Board, at its discretion, may provide bus service for ineligible students. The provision of additional bus service would be made after considering the following factors:

- The amount of available seating space on the bus;
- That there is no modification of the existing bus route;
- Siblings of eligible students with special needs will have greater priority;
- Distance from school on the basis that students who live furthest from the catchment school will have the greater priority;
- The age of the student on the basis that younger students will have the greater priority.

Parents or guardians, who obtain approval to transfer their children to a school other than the catchment area school, are responsible for providing their own transportation.

General Terms for School Bus Service

The Board recognizes that there is no requirement within the *School Act* to provide student school bus transportation service to and from school.

Buses will only run on public roads maintained by the Ministry of Highways or the Municipalities and will stop in the safest places regardless of possible inconvenience to individual students.

Bus transportation will not be provided when roads are unsafe due to poor weather or other conditions.

Parents of eligible students with special needs will apply for transportation service for their children annually. Application forms in hard copy or on-line will be made available.

The Board acknowledges that certain information regarding the student is required to be available to the bus driver. Parents shall provide student's name, address, phone numbers, emergency contacts, and a description of conditions which may present a risk to their child or others in an emergency situation.

Transportation is provided from the stop nearest to an eligible student's home address. Transportation may be provided to the stop nearest to either a daycare provider or a family member at a residence different than their home address if designated by the parent or guardian only on an ongoing basis.

School Bus Discipline

The Board requires that Bus drivers maintain appropriate discipline on the buses.

The student discipline procedure is as follows:

If, in the opinion of the bus driver, a student has violated the rules of conduct and has failed to respond in an acceptable manner to verbal warnings, the driver will summarize the student's conduct in a written report (School Bus Discipline Report). The report will be given to the student for the parent to review and sign. A copy will be forwarded to the Transportation Manager and School Administrative Officer.

If the violations continue after the written warning a suspension of riding privileges may occur in consultation with the School Administrative Officer.

When a suspension is issued:

- The first suspension shall normally be two days, to take effect the day after the offense takes place.
- The second suspension shall normally be for a period of 5 days.
- The third suspension will normally be for the remainder of the school term (terms: September to December, January to March, April to June).
- The fourth suspension will result in a discontinuation of transportation services for whatever period of time is deemed necessary.

Transportation Assistance

The Board may provide assistance for transportation of eligible students with special needs who reside in the catchment area but outside of established bus routes. Rates will be reviewed on an annual basis by the Board.

APPROVED: June 12, 2013

AMENDED: April 29, 2015

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