

Administrative Procedure 604

STUDENT TRANSPORTATION BY BUS

Background

The District provides bussing at no cost to eligible students within the boundaries of Grande Prairie RCSSD No. 28. Students in Kindergarten to Grade 12 who choose to register in a school outside their designated attendance area may receive bussing at the student's expense if service is normally available.

Procedures

1. Students shall be eligible for bussing (Grades Kindergarten to Grade 12) at District expense who:
 - Live beyond Alberta Education prescribed distance limits from the school of attendance.
 - Are directed to attend a school outside the normal attendance area established for the school.
 - Attend a required program outside the normal attendance area of the school.
 - Have medical conditions verified by a medical doctor.
 - Are students whose walk to school is considered unsafe by the Supervisor of Transportation
 - Are students in Kindergarten to Grade 3 who live farther than 1.7 km from their school, according to AB Education's guidelines for calculating distances.
2. Parents may purchase an in-town bus pass for their daughter/son (Grades Kindergarten to Grade 12) at parent expense if the following conditions are met:
 - The District has seats available on the bus.
 - The school bus has a one-way ride time of less than one hour.
 - The Supervisor of Transportation is in agreement that additional passengers will not significantly impact the route.
3. Where the school district allows students to be enrolled in a Program of Choice and there is transportation available, the district will provide no-cost student transportation providing students meet conditions in #1 above. If the student does not meet eligibility conditions in #1, then clause #2 will be enforced.
4. Where the school district allows students to be enrolled in a School of Choice and there is transportation available, the district will provide no-cost student transportation.
5. Students shall comply with the standards of conduct as specified in Administrative Procedure 331 – Student Conduct on School Buses.

6. Any teachers, parents or individuals acting in a supervisory capacity are authorized to ride a school bus.
7. Only authorized passengers will be transported on a school bus.
8. Parents are expected to inform the bus driver of any special medical conditions of their children that may require the driver's attention.
9. Parents are expected to ensure that their children are properly dressed for bus transportation.
10. Parents are expected to notify the Supervisor of Transportation when they will no longer require bus service.
11. Students shall not be dropped off at a location other than the normal point of departure unless written instructions advising an alternate drop-off are provided to the bus driver by the parent or guardians.
12. The Principal is responsible for informing students and parents with regard to transportation procedures.
13. A bus pass replacement fee of \$5.00 may be charged for lost passes.
14. From time to time the Supervisor of Transportation and Custodians may ride the school bus to check bus schedules, mileage and routes.

Rural Transportation

Short Term Rider

In the event of an emergency situation where parent(s)/guardian(s) must leave for a short term and require their child(ren) to stay at a rural residence until they return or other arrangements are made, the following conditions will apply:

Conditions:

- 1) Must be an emergent situation
- 2) Must not be longer than two (2) weeks duration
- 3) Must endeavor to provide 24 hours notice (faxed or submitted to transportation office) with parent(s)/guardian(s) permission (signature required) and emergency contact numbers provided.

Ride-A-Long Program

This program to allow urban or rural students registered in our district schools to occasionally ride home with another student to an existing rural residence. The following conditions will apply for an occasional ride:

Conditions:

- 1) Occasional Use only (1-2 times/month)
- 2) 24 hours notice (faxed or submitted to transportation office) with parent(s)/guardian(s) permission (signature required) and emergency contact numbers provided.
- 3) Subject to Transportation Supervisor's approval.

Reference: Section 51, 60, School Act

Cross-Reference: Administrative Procedure 331 – Student Conduct on Buses