

## STUDENT TRANSPORTATION SERVICES

The Seven Oaks School Division believes that student transportation services must be provided at a level which will provide equal and reasonable access to education to all students within the divisional community.

### 1. General Provisions

To achieve the above objective, the Division shall transport and/or provide a transportation allowance for all students for whom the Division receives transportation grants provided for in the Regulations of the Public Schools Act. This means that all students whose distance from their home address to their assigned or catchment area school within the Division is greater than 1.6 kilometers shall be transported. Where students eligible for grants are not transported, as in the case where a program outside the Division is followed, their parents or legal guardians shall receive a transportation allowance equal to the provincial grant.

### 2. Additional Provisions

- (a) Students who attend a designated feeder daycare (EDDB/JGGA-R).
- (b) Kindergarten to Grade 6 students whose most direct walking distance to an assigned or catchment area school exceeds 1.6 kilometers.
- (c) Kindergarten to Grade 6 students who attend a day care that is more than 1.6 kilometers from the student's assigned or catchment area school and is on an existing bus route.
- (d) Students involved in special situations related to their safety, as authorized by the Superintendent or his/her designate.
- (e) Students who, on compassionate grounds, are authorized by the Superintendent or his/her designate to receive transportation to an assigned or catchment area school.
- (f) On a cost recovery basis and conditional upon space being available on an existing bus route, Kindergarten to Grade 6 students who live under 1.6 kilometers from their assigned or catchment area school with preference given to those students farthest away from their assigned or catchment school.

- (g) On a cost recovery basis and conditional upon space being available as per regulations on Student Transportation Fees, Grade 7 to 12 students whose most direct walking distance to an assigned or catchment area school exceeds 1.6 kilometers or who reside in a designated transportation area.

### **3. Student Transportation Fees**

- (a) Student transportation fees as noted in 2. (f) and (g) above shall be set by the Board.
- (b) Designated transportation areas as noted in 2. (f) and (g) above shall be reviewed and established by the Director of Transportation and approved by the Board of Trustees.
- (c) Space availability will be determined by age with younger students receiving first priority for available discretionary space.

### **4. Requests for Transportation**

- (a) In the case of pupils registered in the Seven Oaks School Division for the first time or, pupils who become bus pupils for the first time, or pupils who have been transported previously but have changed schools or residence, requests for transportation must be made in writing on Divisional Transportation Request forms.
- (b) Any transportation requests made after the Friday before the week of school opening may be subject to a delay before transportation can be provided.
- (c) When requesting transportation, provision for a reliable emergency contact number must be provided by the parent or legal guardian upon registration.

### **5. Mode of Transportation**

Transportation will basically be provided by division-owned school buses. An alternative means of transportation or an allowance in lieu of transportation may be substituted by the Division.

### **6. Out of Catchment Area Students**

Where students choose to attend, through the schools of choice provision, a school outside of the assigned or catchment area school, they must pay a transportation user fee. Such fee is contingent on space being available on an existing bus route.

## 7. Non-Resident Students

All Non-Resident students (including those in feeder day cares) who fall under schools of choice regulations must pay the transportation user fee. Such fee is contingent on space being available on an existing bus route.

## 8. Procedures

The following procedures apply to this Policy:

- (a) The most direct walking distance to and from a school shall be measured according to the most direct means of walking along:
  - A public roadway.
  - A public walkway.
  - A public park and/or green area.
  - A combination of the above which are maintained and/or cleared by the City of Winnipeg or by community use throughout the school year.
- (b) Measurements shall be made from a point on the public roadway nearest the residence of the student to a point on the public roadway nearest the most direct access to school grounds.
- (c) Transportation shall generally be from and to a designated pick up point nearest an eligible student's home, in accordance with the provincial regulation.
- (d) The pickup and drop off points must be constant.

## 9. Withdrawal of Transportation Privileges

While the Division is obligated to transport pupils when the distance from home to school is beyond the provisions set forth in this policy, it must be understood that there are limits to this obligation. The Board, through its divisional administration, reserves the right to suspend the privilege of transportation to those pupils who through their actions on a bus, endanger the health and/or safety of themselves or others.

## 10. Administration of Student Transportation Services

Within the framework of Division policy the Board hereby authorizes the Superintendent:

- (a) To administer the Division policies and regulations on Student Transportation

Services.

- (b) To make additions, deletions, and revisions to the transportation system when necessary to meet the needs of the Division for the safe and reasonable transportation of students.
- (c) To notify the Board of any revisions in practices beyond those provided through Divisional regulations.