POLICY:	PUPIL TRANSPORTATION			#	704
SECTION:	700 : School Administration			Page 1 of	6
APPROVAL/REVISION DATE:	June 21, 2024	EFFECTIVE DATE:	July 1, 2024	REVIEW DATE:	July 1, 2029
CROSS REFERENCE:	Transportation Procedure				

A: RATIONALE

1. In ongoing efforts at increasing efficiency through greater co-operation, the Thunder Bay Catholic District School Board, (hereinafter called "TBCDSB"), Lakehead District School Board, (hereinafter called "LDSB") and Conseil scolaire de district catholique des Aurores boréales, (hereinafter called "CSDCAB") have adopted a joint policy regarding student transportation for the Thunder Bay area.

B: GUIDELINES

2.0 Student Transportation

2.1 Transportation will be organized and delivered by the Student Transportation Services of Thunder Bay Consortium on behalf of its three (3) member school boards: Thunder Bay Catholic District School Board, Lakehead District School Board, and Conseil scolaire de district catholique des Aurores boréales.

2.2 Pursuant to the Education Act, R.S.O. 1990, school boards may provide transportation to their students.

2.3 The school boards will provide transportation, without charge, to students whenever such transportation is warranted in accordance with the guidelines outlined in this policy.

2.4 Any breach of school bus rider rules as per each individual Board's code of conduct may result in the suspension of this privilege.

2.5 School bus operators are licensed under the Public Vehicles' Act and the Ontario Highway Traffic Act. The regulations made under these Acts impose certain duties and responsibilities on the operator or a driver employed by the operator regarding control and safety in the operation of school buses.

3.0 Daily Home to School Transportation

General Eligibility Provisions

3.1 Eligible Student will be a resident in the District for TBCDSB, LDSB or CSDCAB, who is registered in, and attending, a school operated by, or under, the jurisdiction of these Boards.

3.1.1 Eligible students must apply for transportation when registering into a school and each year of secondary school when registering for courses for the following year.

3.1.2 Students assigned transportation and reported as not riding for 20 or more consecutive school days will be removed from transportation upon notification to parent/guardian.

3.2 Students may request transportation for locations other than their home address provided that:

3.2.1 The locations are within the school boundaries, and;

3.2.2 Request is received from the parent and approved by the Consortium and;

3.3 In accordance with the guidelines listed above, under specific circumstances as approved by STSB Consortium, transportation may be provided from no more than two permanent pick-up points, and to one permanent drop-off point, within scheduled routes, to and from the student's designated home school.

3.4 Distances will be calculated as the distance from the closest property line of the home to the closest property line of the school by public pathway and public road using the shortest route.

3.5 All routes and designated stops will be established by the Consortium on the basis of safety, time, efficiency, loading and economy.

3.6 Minimum Transportation Eligibility Distances:

Transportation will be provided for students who reside more than the distance shown in the following chart but within the board designated catchment area of the school for each individual Board:

Grade	Minimum Distance
JK/SK	0.8 km
1 – 3	1.6 km
4 – 8	1.6 km
9 -12	3.2 km

3.6.1 Students will be required to walk to and from regular centralized school bus stops in urban developed rural areas with priority given to students in kindergarten in determining stop locations.

3.6.1.2 Bus stops will not be located on dead end streets, cul de sacs, crescents or courts in urban and developed rural areas.

Bus stops will not be located on non-through roads ("dead end roads") in rural areas unless the student residing furthest from the closest intersecting through road is more than 500 meters from the intersection.

3.6.1.3 The distance motorists need to see and slow down for a school bus is a key factor in setting stops. The stops must be sited where they are clearly visible to motorists. The following is a guide to the minimum distances from which drivers should be able to see a school bus that is stopped on a road:

Speed Limit	Minimum distance (for cars coming from each direction)
50 km/h	125 m
60km/h	150 m
70 km/h	175 m
80 km/h	200 m

For better visibility of a school bus, the greater the chance motorists will be able to stop in time. As a rule, a minimum 200 meter distance between bus stops will be followed.

3.6.1.4 When not interfering with normal school operations, the loading zones of elementary schools will be utilized as transfer points and centralized bus stops for Secondary students of the same board.

3.6.2 Secondary school students attending board of education programs outside their home school areas and who, during the school year, change to a program available in their home school, will no longer be eligible for transport to the out of zone school.

3.7 Special Needs Students

3.7.1 Students enrolled in Self Contained programs, or identified as exceptional students will be transported to designated schools in accordance with policy concerning distance between home and school. When possible, these students will be transported on regular routes.

3.7.2 If circumstances, which in the opinion of the Principal and/or other agencies, indicate that a student's interests would best be served by a transfer to another school (and this is approved by the Director of Education or designate of the respective Board), the student's transportation to the new school will be provided at the expense of the Board.

4.0 Special Consideration

4.1 Courtesy Transportation

As a courtesy, transportation may be provided to students where there is room on a bus. Students may be transported although they normally would not be eligible for transportation, provided that when eligible students require transportation, those ineligible students living closest to the school will be the first to relinquish their occupancy.

4.2 Out of Zone Transportation

Students who choose to attend a school outside of their school area must assume responsibility for their transportation to the chosen school.

4.3 Hazards

4.3.1 The Consortium will provide transportation to students contrary to the stated distances in section 3 when Consortium identified hazards warrant to overcome traffic or other forms of hazards.

4.3.2 The absence of sidewalks will not be basis for reconsideration of bus stop locations along roads where the speed limit is 50 km/h or less.

4.4 Special Transportation

The Consortium may provide transportation for students who cannot access regular modes of transportation. Transportation will be provided at the discretion of the Director of Education or designate for injuries/medical conditions where the lack of access to school transportation presents a hardship for the parent/guardian at the expense of the individual Board.

4.5 Transportation to Provincial Schools

Transportation may be provided for students residing in our area to and from provincial schools operated by the Ministry of Education, any Ontario hospital, or a Mental Health Center established under the Child and Family Services Act, R.S.O. 1990. Transportation will be provided in accordance with regulations of the Ministry of Education.

4.6 Allowance for Board and Lodging

Where a student qualifies for board, lodging and transportation under the Education Act, R 1990, the Board may in lieu of daily transportation, reimburse the parent or guardian an amount established under the guidelines of each board.

5.0 Use of Video Cameras on School Buses

5.1 Video cameras may be installed on school bus routes. Use of video cameras on buses to monitor student behavior will be with the approval of the Consortium.

6.0 Discipline on School Buses

6.1 In accordance with Ontario Regulation 298 under the Education Act, every pupil is responsible for his or her conduct to the Principal of the school that the pupil attends while traveling on a school bus that is under contract to a board. R.R.O., Reg.298 s. 23(4)

6.2 The driver will report any student who does not abide by the established rules or follow the instructions of the driver, to the School Principal. The School Principal may withdraw transportation privileges.

7.0 Public Transportation

Public transit system will be utilized where economical and time efficient. Public transit will be a consideration for the students at the secondary and/or senior elementary school levels for home to school transportation.

8.0 Transportation Contracts

8.1 The Boards shall contract annually with transportation companies for the transportation of students based on tendered prices. In certain cases, negotiations may be applicable.

8.2 Contracts will be presented to the Boards for ratification.

8.3 A transportation contract may be terminated:

8.3.1 By mutual consent as agreed in writing by the Operator and the Board.

8.3.2 By the Board, if the Operator fails to fulfill any of the terms of the Agreement or schedule.

8.4 All buses under contract to the member boards of the Consortia will be required to have a suitable radio communications system, reflective tape, stop arm and video surveillance. Drivers must be in receipt of required STSTB safety training.

9.0 Route Reviews

9.1 The Consortia shall conduct reviews of routes to ensure the maintenance of an efficient, safe and cost-effective transportation system.

9.2 Routes may be designed as to facilitate the use of central pickup and drop-off locations to encourage efficiency and economies in the system.

9.3 Routes shall be established to minimize the amount of traveling time on the school bus. Pickups before 7:00 a.m. and drop-offs after 5:00 p.m. will be kept to a minimum, depending on the length of the route.

9.4 Routes will be designed to accommodate the concepts of double and triple routing and route sharing with all member Boards of the Consortia, where feasible and cost efficient.

10.0 Transportation Procedures Related to Inclement Weather Emergencies

10.1 Information regarding this matter is contained in most current 'Weather and School Evacuation Procedures' manual.

11.0 Communications and/or Complaints

11.1 Responsibility for providing information pertaining to this policy and its regulations to operators and/or bus drivers shall rest with the Consortia Office.

11.2 Responsibility for providing information pertaining to this policy and its regulations to parents and students shall rest with school principals.

11.3 Parents and/or student inquiries should be directed to the school principal for response.

11.4 a) If the school principal requires assistance, his/her inquiries should be directed to the Consortia Office, except in the case of disciplinary matters.

b) Board Trustees shall direct inquiries or complaints to Senior Board Officials.

11.5 The Transportation Managers of each member Board shall have the authority to make decisions consistent with Board Policy and in consultation with the Board administrative personnel and/or transportation operators, as appropriate.

11.6 Any individual may appeal decisions made under this policy after pursuing the matter through the appropriate administrative personnel. All appeals must be presented in writing for consideration by the Consortium Manager and respective Board's Senior Board Official.

12.0 Review

Student Transportation Services of Thunder Bay will review this policy within five years to determine if any amendments are necessary.