

Section 15

Transportation

II SPECIAL EDUCATION PROGRAMS AND SERVICES ... continued

Transportation

Overview

Transportation for exceptional students who attend their home school is provided first according to Board Policy (Enclosed).

Transportation for exceptional students to one of the Intensive Support Programs of the Board and to care, treatment and correctional facilities, is provided through the transportation department upon the request of the receiving school principal.

Transportation to students attending Provincial and Demonstration Schools is provided by the Board.

Transportation is not provided for any students of the Board to summer school programs.

Special Needs

Where the special needs of a student warrant special transportation arrangements, the receiving school principal will forward a request to the Superintendent responsible for Special Education, and to the Chief Financial Officer. The request must contain the IPRC decision and the reason for the special request.

Safety

The Rainbow District School Board considers student safety in contracting with the operators. The tender requirements are as follows:

The Operator shall submit to the Board an up-to-date Driver's Licence Search and current Commercial Vehicle Operator's Registration Search for the vehicles and drivers upon the request of the Board.

Notwithstanding that the operator is an independent contractor, the Operator understands and agrees that the Board has a responsibility to ensure pupil safety, and the Operator therefore agrees that it shall provide to the Board a duly executed Consent to Disclosure in the form identified in the Schedule(s) attached hereto for the Operator and each driver which the Operator will use to provide services pursuant this agreement where the driver will be, at any time, in proximity to any pupil(s). The Operator further agrees that, in the event that:

- (a) any driver fails to provide the consent to Disclosure; OR
- (b) the criminal record of any driver would offend the Board's policy regarding the criminal record of prospective employees; OR
- (c) the criminal record discloses any traffic related offences which, in the absolute discretion of the Board, causes concern to the Board as to the safety and well being of its pupil(s) transported in a vehicle operated by the relevant driver; then the Operator shall not permit any such driver to provide any of the services identified in this Agreement.

The Operator shall make available to the Board, a complete copy of its current safety program, as it relates to safety of students using school buses. Appropriate driver safety training programs must include basic level first aid, defensive driving, vehicle evacuation and the administration of the "EPIPEN" (allergic reaction first aid device). Operators providing wheelchair service must also include vehicle loading and unloading, use of manual ramps, and tie down procedures.

Special Education Transportation Services Protocol

The following guideline has been developed in order to streamline the response to requests for special transportation arrangements.

Parents who call the Board Office, Trustees, or the Transportation Consortium will be redirected to the Principal. This process recognizes that Principals know their students and are in the best position to investigate the request to make a recommendation in relation to the situation.

Once approval has been granted, Principals are asked to inform the parent **in writing** that their request has been approved for this school year only. All approvals will be made on an annual basis unless otherwise stated by the Superintendent.

- (1) Students attending Intensive Support Programs (ASD, Comprehensive, Day Treatment, Elementary Alternative, Life Skills, Transition)
 - An IPRC decision is made to place the student in a self-contained class
 - The receiving school secretary makes the transportation request
 - Superintendent approval is not required.
- (2) Special Education Requests (involving exceptional students)
 - The Principal receives the request from the parent
 - The Principal investigates to ensure that the request is valid (there have been situations where the parent requests for convenience rather than legitimate need, e.g. parent indicates that the student has a Physical exceptionality and cannot walk but student is active during recess and physical education class)
 - The Principal sends an email to the Superintendent responsible for Special Education (including student name, address, telephone number, and reason for request)
 - The Superintendent investigates further (if required) and makes a decision
 - If approved, the Superintendent forwards an email marked "approved" to the Special Education Transportation Clerk at the Transportation Consortium.
- (3) Special Circumstances (involving non-special education students, e.g. custody, safety, French Immersion families, etc.)
 - The Principal receives the request from the parent
 - The Principal investigates to ensure that the request is valid
 - The Principal sends an email to the school's Superintendent (including student name, address, telephone number, and reason for request)
 - The Superintendent investigates further (if required) and makes a decision
 - If approved, the Superintendent forwards an email marked "approved" to the Transportation Consortium Manager.

RAINBOW DISTRICT SCHOOL BOARD

POLICY & PROCEDURES MANUAL		P.6.07
LAST UPDATE PRINTED: March 8, 1999 June 10, 2002 Oct. 20, 2003 Oct. 22, 2007 June 21, 2010	BOARD MOTIONS: 00-R36 02-R131 03-R196 07-R191 10-R160	STUDENTS

POLICY STATEMENT

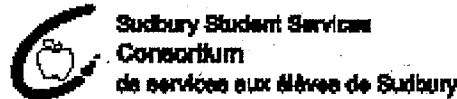
P.6.07 TRANSPORTATION

RAINBOW DISTRICT SCHOOL BOARD WILL ENDEAVOUR TO MEET THE TRANSPORTATION NEEDS OF STUDENTS RESIDING WITHIN THE BOUNDARIES OF THE BOARD IN AN EFFICIENT AND ACCOMMODATING MANNER.

OPERATIONAL PROCEDURES

OP.6.07 1. TRANSPORTATION

Student transportation services are provided by the Sudbury Student Services Consortium (SSSC) in accordance with Ministry of Education guidelines. The common transportation policy and procedures for the four local school boards is posted on the SSSC website at www.businfo.ca



M04 100

Section		Page
Transportation Policies and Procedures		1 of 3
Transportation - Eligibility	Date May 26, 2006	Revised June 17, 2010

Policy	The Sudbury Student Services Consortium ensures safety and efficiency in delivery of student transportation to students of Junior Kindergarten through to Grade 12 through common operational procedures.
Operational Procedure	<p>While the responsibility of transporting students to and from school lies with the parents or guardians, the Education Act states that the school board may provide transportation to students who reside and are enrolled in their school of attendance.</p> <p>1. Eligibility by Student's Address</p> <p>A student's address is the legal and permanent place of residence.</p> <p>Students may be picked up or dropped off at locations other than their residence address provided that:</p> <ol style="list-style-type: none"> a) The locations are within the school catchment area or school program area; b) The request is received from the parent or guardian and approved by the Sudbury Student Services Consortium; c) The approved pick-up or drop-off locations are consistent every week and; d) The location does not extend existing efficient routes. <p>2. Eligibility by Walking Distances</p> <p>The distances stated below shall be used to determine eligibility. The distances measured will be the shortest safe walking route along road or walkway from home property to school property. The Sudbury Student Services Consortium using transportation</p>

software with the appropriate municipal map will make all measurements for transportation purposes.

Elementary Schools:

Transportation will be provided for:

Junior and Senior Kindergarten students *

Grades 1 to 3 students * who live beyond a distance of 1.0 km from their school of attendance.

Grades 4 to 8 students * who live beyond a distance of 1.6 km from their school of attendance.

*Students will be required to walk to and from regular school bus stops.

Secondary Schools

Transportation will be provided for:

Students enrolled in a secondary school that live beyond the distance of 2.5 km from their school of attendance.

3. Eligibility by Program

Students who qualify to attend programs outside their home school catchment area, such as Magnet or French Immersion programs, may be transported according to the above walking distance eligibility criteria.

Students attending programs outside their home school catchment area and who, during the first half of the school year, change to a program available in their home school will not be transported to their present school.

Only those students who will graduate in the following year (Grade 8 and Grade 12), who change to a program available in their home school will continue to be transported in their graduating year.

4. Eligibility due to Hazard

The Sudbury Student Services Consortium will provide special transportation to students when warranted for safety reasons to overcome traffic or other forms of hazards.

The Sudbury Student Services Consortium has provided all schools with access to Web Query (a web based program) which enables schools to determine a student's eligibility to their school and programs.

When the Sudbury Student Services Consortium receives a request for transportation from parents, guardians and/or schools, the Sudbury Student Services Consortium verifies the transportation request to validate school attendance and transportation eligibility and so informs the parent or guardian.

At the end of each school year, the Sudbury Student Services Consortium will provide written notification to the parents or guardians when students no longer qualify for transportation due to eligibility as a result of the next year's grade.

A transportation information package will be mailed to all new Junior Kindergarten registrations.

