



NORTHWESTERN ONTARIO  
**Student Services Consortium**



<b>TRANSPORTATION POLICY</b>	NWOSSC - 001
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	Date: Effective August 2018
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<b>Statement</b>	It is the policy of the Northwestern Ontario Students Services Consortium, comprised of the Kenora Catholic District School Board, Northwest Catholic District School Board, Conseil Scolaire De District Catholique des Aurores boreales and the Keewatin-Patricia District School Board to provide harmonized student transportation services which are safe, efficient and effective.
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<b>Rationale</b>	The Education Act states that school boards may provide transportation for students enrolled in schools operated by the Boards. As such, transportation is considered a privilege and not a right. This policy sets out the terms and conditions under which the Northwestern Ontario Student Services Consortium will exercise its discretion to provide transportation service.
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<b>1.0 Eligibility</b>	<p>Transportation may be provided for students meeting the following conditions of eligibility:</p> <p>1.1 Pupils of the boards registered in and attending a school operated by the Boards.</p> <p>1.2 Other pupils who attend a school operated by the boards providing there is a cost recovery agreement in place.</p> <p>1.3 Eligible students who reside, or whose caregiver resides, more than the following distances by public road or publicly owned and maintained access route from the designated school may be provided transportation:</p> <table style="margin-left: 40px;"> <tr> <td>JK, SK</td> <td>Over 500 metres</td> </tr> <tr> <td>Grades 1,2,3</td> <td>Over 1.0 km</td> </tr> <tr> <td>Grades 4 -8</td> <td>Over 1.6 km</td> </tr> <tr> <td>Grades 9-12</td> <td>Over 3.2 km</td> </tr> </table>	JK, SK	Over 500 metres	Grades 1,2,3	Over 1.0 km	Grades 4 -8	Over 1.6 km	Grades 9-12	Over 3.2 km
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<b>Reference to Policy</b>	REVISED and all Member Boards to approve June 2018. Next Review annually as required.
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Conseil scolaire  
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<p>2.0 <b>School Boundaries</b></p>	<p>In cases where students have been granted permission to attend a school other than the designated school according to established school boundaries, the parents are responsible for transportation. If the transportation address/stop is within the attending school boundary transportation may be provided however there must be room on the bus.</p> <p>Children in Care For the purposes of continued stability and continuity during otherwise tumultuous circumstances, children who have been apprehended by a children's aid society may be considered for cross school boundary transportation to remain in their attending school providing the following conditions are met:</p> <ul style="list-style-type: none"> <li>• the accommodation would involve existing school bus routes</li> <li>• there is room on the bus</li> <li>• there is no route extension,</li> <li>• no route deviation and</li> <li>• no additional cost to the system</li> <li>• if space is required by another eligible student, the student may lose his/her riding privileges if no other reasonable alternative can be found</li> <li>• the change is intended for a placement not respite or an intake situation</li> </ul> <p>The Consortium reserves the right to require appropriate documentation from the appropriate agency.</p>
<p>3.0 <b>Safety</b></p>	<p>3.1 Students may be transported for reasons of safety rather than distance and this will be at the discretion of the Manager of Transportation.</p> <p>3.2 The Consortium has a responsibility to provide a bus stop which is at a location which is safe for students boarding/d disembarking as well as for those already on the bus.</p> <p>3.3 Parents/Guardians are responsible for the safety and conduct of students to and from and at the bus stop.</p>

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	<p>3.4 School principals are responsible for ensuring that school bus safety practices are taught annually which would include evacuation drills. It is recommended that the schools work in co-operation with the local police services or detachments where possible.</p>
<p>4.0 <b>Bus Stops</b></p>	<p>4.1 Bus stops will be located where deemed appropriate by the Manager of Transportation.</p> <p>4.2 The distance between bus stops will be approximately 275 metres apart where it is reasonable and safe to do so.</p>
<p>5.0 <b>Route Design/Changes</b></p>	<p>The Consortium considers safety of students to be of paramount importance and will take all reasonable measures to ensure that routes are designed and maintained in a manner which is safe, effective, efficient and fiscally responsible.</p> <p>5.1 All routes are designed to operate only on publicly owned roads and roads which are publicly and adequately maintained twelve months of the year. The exceptions may be turnarounds which may be located on private property which are subject to review. The Consortium is not responsible for maintenance or snow clearance for any road infrastructure or turnarounds. Transportation will not be provided in any situation that does not provide adequate accommodation for the safe operation of buses.</p> <p>5.2 Route extensions may be considered if the following conditions are met:</p> <ul style="list-style-type: none"> <li><i>i)</i> the route extension is over 1.0 km based on the address of the student making the request</li> <li><i>ii)</i> the change, modification or extension shall not adversely affect the route</li> <li><i>iii)</i> the roads conditions are adequate</li> <li><i>iv)</i> an adequate turnaround is available and properly maintained and is within a reasonable distance from the stop</li> <li><i>v)</i> the extension distance is not excessive</li> <li><i>vi)</i> the financial impact is deemed reasonable</li> </ul>

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	<p>5.3 i) Where the request for route change meets all other criteria and the total change exceeds ten (10) km. (one way) between the existing closest stop and the route change request, there must be a minimum of four (4) Consortium students requesting service before a school bus route extension will be considered.</p> <p>ii) There may be occasions where parent contracted transportation would be the most appropriate mode of transportation. As such, financial assistance may be available as determined by Consortium procedure.</p> <p>5.4 Route changes or modifications may be made at any time however every effort will be made to provide reasonable notice to parents.</p> <p>5.5 In the event of any facility change (eg: school opening/closing) or in an immediate or extended emergency, the Consortium reserves the right to make any necessary changes or modifications in routing.</p> <p>5.6 Students may be required to transfer buses.</p> <p>5.7 Routes are subject to review and students must continue to meet all criteria in order to maintain service levels.</p>
<p>6.0 <b>One Destination/One Pick Up</b></p>	<p>For reasons of safety and efficiency, students are permitted to have one pick-up and one destination point only. These points may be different, providing this is a daily occurrence and there is room on the bus to accommodate daily different a.m./p.m. arrangements. Transportation is provided from caregiver to/from school or home to/from school only. Requests that students be picked up and dropped off at other locations will not be accommodated.</p>

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	<p>Students in Grades 7-12 may <b>occasionally</b> utilize alternate pick-ups or drop offs providing it is the same bus and the stop meets the required distance criteria for eligibility.</p> <p>For eligible registered bus students, school bus transportation is intended to be the primary mode of transportation to and/or from school. As such, regular ridership is required as determined by the operational procedure.</p>
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<p>7.0 <b>Shared Custody</b></p>	<p>Transportation may be considered in situations where parents have shared custody as court ordered. The Consortium cannot guarantee that the route configuration will remain the same which would allow both addresses to be serviced.</p> <p>The following conditions would apply:</p> <ul style="list-style-type: none"> <li>• The Consortium reserves the right to withdraw services if, in its sole discretion, the safety of the student is compromised unduly.</li> <li>• Parents/guardians and the student accept all responsibility for the management of the alternating schedule, boarding the correct bus, and disembarking at the correct stop location.</li> <li>• The custodial parents must choose a primary address and secondary address for service, and the addresses are subject to the following conditions:             <ul style="list-style-type: none"> <li>▪ Both addresses must be eligible for transportation (cross attendance areas will not be permitted as consistent with the policy)</li> <li>▪ Both addresses must be the place of residence of the custodial parents or their appointed caregivers</li> <li>▪ There must be room on the bus(es) servicing the secondary address</li> <li>▪ No route deviations or extensions will be granted.</li> </ul> </li> <li>• Where the parents cannot agree on the primary and/or secondary addresses or the schedule, the parent with the greater share custody (as per court documents) will make the determinations.</li> </ul>
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<p><b>7.0 Shared Custody (continued)</b></p>	<ul style="list-style-type: none"> <li>• If the situation involves a 50/50 joint custody situation, and the parents cannot agree on either of the primary and/or secondary addresses or the schedule, transportation will not be provided by the Consortium.</li> <li>• For JK to Grade 6 students only:             <ul style="list-style-type: none"> <li>▪ The drop off location can be based on either the primary or secondary address, but <u>must be at the same location every day of the school year.</u></li> <li>▪ The pick-up location can be based on either the primary or secondary address, (as long as there is room on the buses). Parents/guardians are responsible for managing safety and communication and must ensure school administration has an accurate and up to date schedule.</li> </ul> </li> <li>• For students in Grades 7-12 only:             <ul style="list-style-type: none"> <li>▪ On a daily basis, the student can utilize the pick-up location based on either the primary or secondary address providing there is room to assign a student to two buses.</li> <li>▪ On a daily basis, the student can utilize the drop off location based on either the primary or secondary address providing there is room to assign a student to two buses.</li> <li>▪ The student is not required to inform the Consortium of his or her daily schedule regarding pick-up and drop off locations and the Consortium or bus operator/driver does not-assume any responsibility in managing or tracking the student’s daily schedule.</li> </ul> </li> <li>• For special education students or exceptional circumstances where a visible parent is required to accompany and meet the student at the bus stop and/or if the student travels with an Education Assistant, the policy for JK-Gr.6 will apply due to the specialized transportation plan involved.</li> </ul>
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8.0 <b>Exceptional Students</b>	Transportation may be provided for exceptional students who have been identified under the IEP (Individual Education Plan) assessment upon the approval of the Manager of Transportation after consultation with the appropriate board/school staff. There may be circumstances where parent contracted transportation would be the most appropriate for the exceptional student (s) once all other options have been exhausted. As such, financial assistance may be available as determined by Consortium procedure.
9.0 <b>Temporary Physical Challenge</b>	The Consortium may provide transportation for students who cannot access regular modes of transportation for prolonged temporary physical challenge. Transportation will be provided at the discretion of the Transportation Manager in consultation with the school principal 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.
10.0 <b>General</b>	<p>10.1 The Consortium transportation rules and regulations shall be available on the Consortium website at <a href="http://www.nwobus.ca">www.nwobus.ca</a> as well as through a link from Kenora Catholic, Northwest Catholic, Keewatin-Patricia and Conseil Scolaire de District Catholique Aurores boreales.</p> <p>10.2 All requests, concerns and complaints concerning school bus transportation and school bus drivers shall be referred to the Manager of Transportation for appropriate action.</p> <p>10.3 In the interest of safety and an in an effort to reduce student discipline problems and vandalism, video camera surveillance may be utilized on school buses.</p> <p>10.4 Every student is responsible for his/her conduct to the principal of the school where the student attends. The school code of conduct developed by the attending school shall govern the conduct of the student. Consistent with transportation being a privilege and not a right, any breach of any individual school's Code of Conduct may result in the suspension or cancellation of bussing privileges.</p>

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	<p>10.5 The Consortium will not provide transportation other than home to school transportation. Any decision to fund transportation outside home to school transportation is the responsibility of the board.</p> <p>10.6 While Consortium staff will provide charter contact information for schools, the Consortium is not responsible for organizing charter and/or field trips.</p> <p>10.7 In the interest of ensuring competition and continued flexibility, the boards limits the ownership of any one bus operator or members of his/her family to not more than 60% of the total number of vehicles in the transportation system.</p>
<b>11.0 Appeals</b>	Appeals with respect to the application of this policy may be made to the Board of Directors of the Northwestern Ontario Student Services Consortium.
<b>12.0 Procedures</b>	The Board of Directors in conjunction with the Manager shall be responsible for the development of Transportation Procedures based on the Transportation Policy. The Manager will be responsible for the implementation of the transportation policy and the subsequent procedures.
<b>13.0 Review of Policy</b>	The Transportation Policy of the Northwestern Ontario Student Services Consortium will be reviewed on an annual basis. Consistent with 2.2.12 of the Consortium Agreement, the Policy Committee consists of one senior business official per board and one trustee per board. The Policy Committee may develop procedures to govern its operation.

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