
STUDENT TRANSPORTATION SERVICES

In order to provide Grande Yellowhead Public School Division (GYPSD) students with equitable access to educational opportunities, the Board's aim is to provide a safe, effective and efficient transportation system for students.

Definitions:

- School of Choice: Parents choose to send their child to a school other than their designated school.
- Designated School: Home residence is within the established attendance area for a specific school.
- Attendance Area: The attendance area established by the Board for the school.
- Resident Student: Resides within the Government of Alberta attendance boundary for Grande Yellowhead Public School Division
- Non-resident Student: Resides outside of the Government of Alberta attendance boundary for Grande Yellowhead Public School Division
- Cooperative Bussing: GYPSD has an agreement to bus another school division's students to their school within GYPSD's Government of Alberta determined attendance boundary.
- Alternate (Reserved Second Seat): Parents request a seat be held open on an additional bus to go to an alternate address from the home address – applies to both eligible and ineligible riders.
- Occasional Rider: someone who requests transportation for a special circumstance.
- Parent Provided Transportation: as per Section 59.1 (1) of the Education Act, the parent is contracted to provide transportation.

Specifically

1. Eligible Students

1.1 Eligible students are defined as:

- 1.1.1 A student who resides 2.4 kilometers or more from their designated school or;
- 1.1.2 A student that has been assessed and identified as having a severe disability and requires transportation to and from school.

1.2 All distance measurements will be made in accordance with Section 4 of the School Transportation Regulation.

1.3 Instead of providing transportation for an eligible student, the Board may enter into an agreement with the parent(s) of the student(s) within the provisions of Section 59.1(1) of the Education Act.

2. Ineligible Students

2.1 Under the School Transportation Regulation, school jurisdictions are not required to

transport ineligible students.

2.2 Ineligible students are students who reside less than 2.4 kilometers from their designated school.

2.3 Transportation for ineligible students will be provided only if:

2.3.1 There is seat space available on the school bus; and

2.3.2 The fee for transportation services has been paid; and

2.3.3 The rider meets the bus at an existing bus stop along the route; and

2.3.4 There is no diversion of the bus from the regular route.

2.4 If the Superintendent or designate determines that conditions impact the safety of ineligible students walking to and from school, the Board may enter into an agreement with the parent(s) of the student(s) to provide transportation.

2.5 Ineligible students will not be registered on a school bus until the fourth (4th) week of school as ridership is being confirmed during this time.

2.5.1 Priority for providing transportation to ineligible students will be granted by age and distance criteria.

3. School of Choice

3.1 Under the School Transportation Regulation, school jurisdictions are not required to transport students beyond their designated school.

3.2 A student can attend a school of choice if there is space in the receiving school and permission has been granted by the Principals of both the designated school and school of choice.

3.3 If a student does not reside within the attendance area for a school, the parent can either:

3.3.1 Provide transportation of the student to and from the site of the school; or

3.3.2 Apply to Transportation Services for busing for eligible students attending a school of choice in accordance with the following requirements:

- There is seat space available on the school bus; and
- The school of choice fee has been paid; and
- There is no diversion of the bus from the regular route; and
- Parents agree to meet the bus on route, at an existing stop, each morning and afternoon within the designated attendance area for that school at the pre-determined time of the student loading and unloading.

4. Cooperative Busing

4.1 The Board may enter into an agreement to provide transportation service for students who attend another school division.

4.2 Students who reside solely in a GYPSD attendance area and choose to attend another school division will be charged additional fees.

5. Transportation out of the GYPSD Attendance Area

5.1 Under the School Transportation Regulation, school jurisdictions are not required to

transport students outside the attendance boundaries of the division.

5.2 This will only occur if there is a current agreement between the Division and the neighboring school division.

5.3 Students who reside solely in a GYPSD attendance area and choose to attend another school division will be charged additional fees.

6. After the accommodation of eligible students, the allocation of available seat spaces for ineligible students will be made on the following basis:

6.1 Demographic factors; and

6.2 There is seat space available on the school bus; and

6.3 The ineligible fee has been paid; and

6.4 There is no diversion of the bus from the regular route; and

6.5 Parents agree to meet the bus on route, at an existing stop, each morning and afternoon within the designated attendance area for that school at the pre-determined time of the student loading and unloading.

6.6 To manage the number of seat spaces available on a route, ineligible students will not be registered on more than two (2) separate school bus routes, at any given time.

6.7 At the end of each school year, all ineligible students will be removed from the bus route. Parents will be required to re-register each year if the ineligible student requires school bus transportation for the upcoming school year.

6.8 If seating spaces held by ineligible students are required for eligible students, the ineligible students will give up their seating space in the following sequence:

6.8.1 The oldest ineligible student on the route who resides closest to the school they attend will relinquish their seat first.

7. Students may occasionally ride the school bus under special circumstances within the conditions defined by Transportation Services.

7.1 The request of a student wishing to ride a bus for a special circumstance will be considered only if seat space is available on the bus.

7.2 Parents of a student wishing to ride a bus for special circumstances will obtain permission from both the Transportation Services and school principal or designate by completing and submitting Appendix B, Occasional Rider Request for Special Transportation Form.

7.3 The driver will be informed by Transportation Services that the student has the consent to ride the bus because the parent(s) have completed Appendix B – Occasional Rider Request for Special Transportation Form, which has been approved.

7.4 The bus will not deviate from its normal route or time nor will it make special stops for pick up or drop off.

8. All transportation fees are set annually by the Board prior to the commencement of the school year as identified in Appendix A. As per the *Education Act* and *School Transportation Regulation*, school boards are not obligated to provide transportation services to students attending a school of choice, nor for students who reside less than 2.4 kilometers from their designated school. Therefore, the Board will retain its ability to charge transportation fees in such situations.

- 8.1 Transportation fees are determined each year by Board resolution.
 - 8.2 The student transportation fee is applicable to all regular students accessing Division transportation services at any time between September 1 and June 30.
 - 8.3 To support parents who encounter financial hardship, the Division can reduce the fee required.
 - 8.3.1 Transportation fees may be reduced upon confidential application (Form 505-04) to the Secretary Treasurer, with documentation demonstrating financial difficulty.
 - 8.3.2 Reductions will be prorated based on the prior year's total taxable household income which falls within ten percent ($\pm 10\%$) of the Statistics Canada Low Income Cut-off for five (5) person households, in urban areas under thirty thousand (30,000) people.
 - 8.4 No refunds will be made except in cases where the student no longer rides the bus. The refund will be paid on a pro-rated basis until April 15, after which no refunds will be made.
 - 8.5 Transportation fees will be collected by Transportation Services.
 - 8.6 Before a student is allocated a seat on a bus, all fees must be paid in full.
9. Transportation Services may establish rules and procedures for the accommodation of ineligible students.

Legal Reference: Section 3, 7, 11, 31, 32, 33, 51, 52, 53, 59, 59.1, 222 Education Act
Traffic Safety Act
Commercial Vehicle Safety Regulation 121/2009
School Fees Regulation 95/2019
School Transportation Regulation 96/2019
Use of Highway and Rules of the Road Regulation 304/2002
Vehicle Equipment Regulation 122/2009
Funding Manual for School Authorities

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