

## POLICY

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### STUDENT TRANSPORTATION

POLICY AREA: **OPERATIONS**  
POLICY #: **PO429**

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#### INTRODUCTION

The purpose of this policy is to provide transportation to students under its jurisdiction in accordance with the approved Transporting and Non-Transporting Zones.

#### DEFINITIONS

1. **Area School** refers to an area within the jurisdiction of the Durham Catholic District School Board identified and established as the official catchment area of a specific school.
2. **Transporting Zone** refers to the area located within the *Area School*, which qualifies for home-to-school transportation.
3. **Non-Transporting Zone** is the area located within the *Area School*, which is designated as a walking zone.
4. **Home Address** is the residence of the student's parent or guardian.
5. **Alternative Address** is the address of a designated caregiver as specified on the student information system.
6. **Transporting Address** is an address other than the home address which is designated for the purpose of providing student transportation.

#### PURPOSE

The purpose of this policy is to provide a framework for transporting eligible students to and from school.

#### APPLICATION/SCOPE

This policy applies to all staff, parents and students under the jurisdiction of the Board.

#### PRINCIPLES

The Board believes that:

- it may, but is not obligated under the Ontario Education Act, to provide transportation services for students;
- contracted transport vehicles are an extension of the classroom, and as such, students are responsible to the principal for their conduct in accordance with all applicable Board policies and administrative procedures;
- transport vehicles are an extension of the classroom and therefore, school principals will provide, on a need to know basis, any relevant medical information to the student transportation service provider.

**REQUIREMENTS**

1. The Director of Education shall issue administrative procedures to support this policy and amend them thereafter as the need may arise.
2. The Board's transporting zone shall be greater than or equal to 1.6 kilometres approximately for elementary students and greater than 3.2 kilometres approximately for secondary students.
3. Subject to the construction of new schools, amendments to school boundaries, physical constraints, site plan improvements and subdivision developments such as sidewalks, bridges, traffic lights etc., The Board will create and/or amend transporting and non-transporting zones for each school within its jurisdiction.
4. The Board will consider requests for temporary exceptions to the transporting and non-transporting zones in respect of special circumstances, such as new subdivision construction areas, municipal road reconstruction, etc. Temporary zones will be reviewed and provisions made where warranted.
5. Students shall be transported subject to the following criteria:
  - i) kindergarten transportation is provided only to school in the morning for those students attending morning classes and only home from schools for those students attending afternoon classes;
  - ii) all elementary students and all students with special needs whose caregiver's address is located within the transporting zone will be deemed eligible for transportation to and from school in accordance with administrative procedures attendant to this policy;
  - iii) except for students attending Board approved Regional programs, transportation from home to school and return will be the responsibility of the parent when permission has been granted to allow a student to cross boundary to attend a school other than the area school as stated in the applicable Board policy;
  - iv) where a high school student is permitted to attend a school other than the home school, the student will be eligible for transportation if the student was previously eligible for transportation to their home school and the transportation can be provided at no additional cost to the Board;
  - v) students may be granted temporary transportation, due to medical, physical or emotional reasons, in accordance with administrative procedures attendant to this policy;

**REQUIREMENTS, Cont'd**

- vi) students conducting themselves in a manner that is detrimental to the safe operation of the transporting vehicle or to the safety of other students may have their transporting privileges withdrawn for a defined period of time in accordance with the administrative procedures attendant to this policy and as determined by the school principal.
6. The modes of transportation employed by the Board may be any one of the following, based on availability and feasibility:
- contracted school bus;
  - Regional Transit (bus passes);
  - taxi;
  - other modes as required.
- Bus passes are provided to students by the school on behalf of the Board and are restricted for use between 7:00 a.m. and 7:00 p.m. The replacement of lost or stolen bus passes are the sole responsibility of the student and parent/guardian.
7. Written descriptions as well as mapped outlines of the transporting and non-transporting zones will be kept current and copies maintained by the Board on its' website and at each school.
8. Daily pupil transportation for students residing outside the jurisdiction of the Board, who choose to attend schools within the jurisdiction of the Durham Catholic District School Board, will be the responsibility of the parent/guardian.
9. Daily pupil transportation for students residing within the jurisdiction of the Board, who choose to attend schools outside the jurisdiction of the Durham Catholic District School Board, will be the responsibility of the parent/guardian.
10. The Board may provide transportation for special events and/or Board sponsored programs subject to the Board approved annual transportation budget.
11. Transportation costs associated with student excursions will be the responsibility of the parent/guardian in accordance with administrative procedures attendant to this policy.
13. The Board may cancel transportation due to inclement weather or other safety factors in accordance with the administrative procedures attendant to this policy.

**SOURCES**

1. *Education Act, R.S.O. 1990, c. E.2*

**RELATED ADMINISTRATIVE PROCEDURES**

Student Transportation (AP429-1)

Code of Conduct (PO610)

Exceptions to School Attendance Area (PO428)

Student Excursions and/or Exchanges for Educational Purposes (PO512)