

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

TRANSPORTATION OF STUDENTS BY DISTRICT SCHOOL BUS SERVICE

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1. Walk limits are distances determined by the Ministry of Education. Funding is based on provincially established eligibility walk limits. The Board will establish local walk limits annually.
2. Exceptions to established walk limits are:
 - a. Students at all grade levels who are living, and attending school, in the catchment areas for Nanoose Bay, Errington, and Bowser Elementary Schools, will have an eligible walk limit of 1.5 km.
 - b. Special needs students, where transportation costs are recognized on a door-to-door basis for those students diagnosed unable to walk to school due to physical or mental disabilities and therefore need to travel to school by vehicle.
 - c. Extra curricular activities, when funding is provided for this service by schools.
3. It is the parent/guardian's responsibility to provide transportation for their child(ren) who choose to attend a District program or school outside of their catchment area.
4. The need for transportation fees and the cost of any actual fees for courtesy riders* will be determined by the Board during budget deliberations in the spring of each year. Announcement of any fees and payment schedule will be made public following approval of the budget for the next school year. There are no fees for eligible riders.
5. Transportation assistance may be provided for a student who cannot be accommodated at the school in his/her own catchment area.
6. Students must abide by the regulations as set out in the Transportation Procedures Handbook and accept the authority of the bus driver. The driver is the final authority in all matters relating to the safety and well-being of passengers.
7. All other matters relating to the transportation of students and school bus safety shall operate within the parameters of the Transportation Procedures Handbook.

**Courtesy Riders* – students who fall outside of the criteria for eligible riders but who can be accommodated through surplus space on existing transportation routes on a fee for service basis.

Reference:

- *Board Policy 7054: Transportation of Students by District School Bus Service*