
PROCEDURE #5400.1

STUDENT TRANSPORTATION

1. REGULAR TRANSPORTATION

1.1 Regular transportation will normally be provided by school bus, which shall be considered to be an extension of the school; therefore, students are expected to behave accordingly. Bus stops shall be established by the transportation manager who shall take into account pertinent factors such as relative safety, time and proximity of students, it being understood that to minimize the number of stops, students may be required to walk a considerable distance to and from their bus stops. In the interest of efficiency, the Surrey Board of Education's objective is to provide, within the limitations of this policy, maximum service with a minimum fleet of buses. Insofar as educational consideration permit, school hour schedules will be adjusted to allow maximum utilization of each bus in the system.

1.2 In this section, the term "passable road" shall be defined as a street, road, highway, lane or walkway that has been established as a pedestrian or vehicular route by the municipality or the province.

1.3 Eligibility

Students who are residents of Surrey or White Rock and who meet the criteria below will be considered eligible, when operationally viable, for school bus transportation to and from the school designated by the superintendent of schools to serve their residence.

a) K-3

Kindergarten to grade 3 students who live in a residence that is located more than 4 km. (2.5 miles) from their school, measured by the nearest passable road. Noon hour transportation will not be provided to kindergarten students.

When kindergarten students are assigned to a class outside their attendance area, school to school transportation will be provided, both ways.

b) 4-12

Grade 4 to 12 students who live in a residence that is located more than 4.8 km. (3 miles) from their school, measured by the nearest passable road.

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c) Boundary Changes

Students who were enrolled at a school and were eligible for transportation at the conclusion of the immediately preceding school year and choose to remain at that school when their residence is placed in another school catchment area, will continue to be eligible for transportation for as long as the student remains in that particular school and residence. This provision shall not apply when the student would be attending a new school.

d) Special Dispensation

Where busing privileges are granted under provisions appearing below, entitled “Unusually Unsafe Walking Conditions”.

Unusually Unsafe Walking Conditions

- i. The board recognizes that the very nature of the City of Surrey presents, in many areas, walking conditions for students that are considered to be less than desirable; indeed, several would be considered unsafe. Narrow road shoulders, ditches lining roads, and the lack of sidewalks are considered to be normal in Surrey at this time. Thus, students and parents/guardians in Surrey would be expected to assess the pedestrian conditions that affect them and take proper measures to ensure student safety travelling to and from school.
- ii. The board also recognizes that there may be a few abnormal temporary circumstances which may obstruct the way of students who travel to and from school, e.g. flooding. In recognition of this, the board may extend transportation to students on a fee basis where a parent or guardian requested special transportation as a result of such circumstances and where a transportation committee comprised of the transportation manager, a bus driver and the principal of the school involved, recommend transportation to the secretary-treasurer or designee. Any approval is subject to the availability of a school bus in the area and annual review.

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2. TRANSPORTATION OF STUDENTS WITH “SPECIAL NEEDS”

2.1 The board recognizes that of the many students enrolled in special education programs, most require special consideration where transportation is concerned. In considering whether transportation is required, and if so, the extent of transportation service that is desirable, the factors identified below shall be taken into account by the superintendent of schools or designee. Recognizing that fiscal and logistical constraints may have a bearing on whether the desirable transportation service can be provided, all arrangements shall be confirmed by the transportation manager before they are finalized. It is the wish of the board that travelling time and time at school for each student with “special needs” are not generally considered to be excessive for comparable children.

a) Philosophy & Considerations

The board’s philosophy underlying transportation decisions concerning students with “special needs”, is that it is always best for the child, if he/she is able to do so safely, to travel to and from school independently. The following factors will have a bearing on whether transportation is provided and if so, the degree of service desirable:

- i. The location of the special education class relative to the child’s home
- ii. The child’s age
- iii. The nature of the child’s disability
- iv. The child’s ability to make safety related decisions
- v. The child’s individual education plan; i.e. if learning to ride public transit (if available) independently is part of the child’s program
- vi. Family circumstances (e.g.) availability/ability to assist, whether child is at home
- vii. Behaviour of child
- viii. Resources of the district

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b) Eligibility

Subject to other provisions in this policy, students with one of the following Ministry of Education, Special Education designators, or who are enrolled in a District Special Education Program (see Student Support Services Manual) offered or prescribed by the school district, will be eligible for consideration for transportation under this section:

<u>Ministry of Education Special Needs Category:</u>	<u>Code</u>
Physically Dependent – Multiple Needs	A
Deafblind	B
Moderate to Profound Intellectual Disabilities	C
Physical Disability/Chronic Health Impairment	D
Visual Impairment	E
Deaf or Hard of Hearing	F
Autism Spectrum Disorder	G
Intensive Behaviour Interventions or Serious Mental Illness	H
Mild Intellectual Disabilities	K

Students with one of the above designations or who are enrolled in one of the district's Special Education Programs and who are in work experience programs, will be eligible for transportation to and from work.

Only the student eligible for “special needs” transportation can be transported, even though siblings may attend the same school.

c) Door-to-door Service

It is recognized that some special needs students will require door-to-door service. Approval for the provision of door-to-door service will be

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based on demonstrated need and assessment by school district staff on a case-by-case basis. Door-to-door service will typically be provided by school bus or in some circumstances, by taxi service. If parents or guardians are willing and able to transport students, the board will provide transportation assistance payments in accordance with ministry guidelines.

d) Extraordinary Service

When a student with “special needs” suffers from temporary or permanent medical condition that does not permit him/her to remain in school for a full normal day, transportation may be arranged.

e) Annual Review

Transportation decisions concerning every student with special needs shall be subject to annual review.

f) Change of Address and Initiation of Service

Due to the specialized and individualized nature of the transportation service generally required, it should normally be expected that it will take approximately three school days for transportation arrangements to be completed when a student enters a program in the district or changes residence. In such cases, it may be necessary to change the mode of transportation.

g) Maximum Travel and Waiting Time

Subject to fiscal and logistical constraints, it is the objective of the board to retain travel time and waiting time at school for students with “special needs” at a reasonable limit. The combined one-way travel time and waiting time at school, under normal conditions, should not exceed 60 minutes, including a maximum of 15 minutes waiting time at school.

3. SUSPENSION/REPLACEMENT REVIEW

Transportation will be considered when a student is transferred by the district to a different school as a resolution to a suspension or subsequent to a placement review.

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4. RESIDENT-EXTERNAL STUDENTS

Students who are residents of the area served by School District No. 36 (Surrey) and attending schools/programs/classes outside the district may be eligible for transportation upon approval by the secretary-treasurer or designate.

5. NON-RESIDENT STUDENTS

Non-resident students who attend school in Surrey/White Rock are expected to find their own means of travelling to and from school.

6. TRANSPORTATION TO SPECIAL PROGRAMS

Students enrolled in special programs (e.g.) French Immersion, Montessori, Career Education, Gifted, are expected to find their own means of travelling to and from school, unless they are eligible for transportation under other provisions in this policy.

7. MEDICAL CONDITIONS – SPECIAL CONSIDERATIONS

7.1 Upon the recommendation of a physician, in writing, provided to the secretary-treasurer, a student who suffers from a permanent or temporary medical condition that falls under one of the three following categories may qualify for transportation to and from school:

- a) Interference with normal locomotion.
- b) Low exercise tolerance (e.g.) congenital heart or respiratory problems and musculoskeletal disorders.
- c) Extremely susceptible to asthma and bronchitis.

The recommendation from a physician, should include the period of time transportation would be required.

7.2 Transportation of such students will be either by school bus if deviation from the established route is minimal, or by providing transportation assistance payments up to the maximum established by the ministry.

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7.3 Each approval shall be reviewed annually.

7.4 Students with temporary injuries will not be provided with transportation except in circumstances that are highly unusual.

8. SALE OF BUS PASSES

8.1 Bus passes may be sold to resident students, who are not otherwise eligible for transportation, at a price that approximates the cost of public transit that will be established by the board prior to September 1st each year. Purchased passes are subject to the following conditions:

- a) Established routes will not be altered to accommodate purchased pass holders.
- b) The availability of space on the bus after all “eligible” students have been accommodated.
- c) The pass will enable the student to travel on school buses only between his/her residence and the school that has been designated by the superintendent to serve that residence.
- d) That the destination of the morning route is the school described in (3) above.
- e) Payment is made in advance.
- f) When passes are being purchased for siblings, the first pass will be full price and each additional one, half-price.
- g) Except as may be provided in regulations to this policy, the fee for a pass is a monthly fee, regardless of use or the number of school days in the month.

9. CURRICULAR AND EXTRA CURRICULAR TRIPS

Through a procedure specified in regulations to this policy, school principals may arrange for the use of board owned buses for curricular or extra curricular trips, with the entire cost to be recovered from school based or school budget funds. School principals may arrange for such trips through private bus operators on the

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same basis but must ensure that that the vehicles used are properly licensed and approved for the purpose by the superintendent of Motor Vehicles.

10. STUDENT DEPORTMENT

10.1 As school buses are an extension of the school, students remain under the jurisdiction of their school principal. Misbehaviour by a student, on a school bus, shall be reported by the bus driver to the student's principal.

10.2 If in the opinion of the bus driver, a student's behaviour is jeopardizing the safety of other students riding on a bus, the driver may proceed to the nearest school and place the student in the custody of the principal of that school.

10.3 Misbehavior may lead to withdrawal of bus privileges and other disciplinary measures.

11. REFERENCES AND RELATED DOCUMENTS

11.1 Policy [#8450](#)

11.2 Policy [#8901](#)

11.3 Policy [#9200](#)

11.4 Procedure [#9320.1](#)

12. AUTHORITY AND RESPONSIBILITY

12.1 Secretary-Treasurer

12.2 District Facilities Centre

13. HISTORY

Revised: 2023-09-18

Approved: 2008-10-23