

STUDENT BUS TRANSPORTATION REQUEST

FORM EFFECTIVE DATE: **April 1, 2026**

District Bus Registration is open from April 1 to June 30

Requests received after the deadline may be placed on a waitlist

Requests received during the school year may take up to 10 school days to process

For questions or concerns, email FACL-transportation-mail@surreyschools.ca

Student Information: (Address must match what is on file with the school)

ACADEMIC YEAR:

Student First Name		School Attending		
Student Last Name		Student Number <small>(Leave BLANK if unknown)</small>		
Grade		International Student?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Family lives in another country and student is here for study purposes only.
Address				
City		Postal Code		

Parent / Guardian Information:

Parent / Guardian Name(s)				
Contact Phone		Email		
Street Address <small>(if different)</small>		City		PC
Emergency Name		Emerg. Phone		

STUDENTS AND PARENT(S)/GUARDIAN(S)

Please review the Passenger Guidelines on the back of this form.

A signature is required on this form for it to be processed.

Email completed forms to: FACL-transportation-mail@surreyschools.ca or drop off at the school office.

Per District Procedure 5400.1 – Student Transportation, students eligible for transportation are:

- Grades K–3 students who live at a residence located more than 4.0 kilometres from their catchment school
- Grades 4–12 students who live at a residence located more than 4.8 kilometres from their catchment school

Students who do not meet the distance eligibility criteria are designated as courtesy riders.

Courtesy rider's may be granted a seat for a fee, subject to availability. Requests will be reviewed in October.

Parent/Guardian Signature _____

Please do not write in this area. For TRANSPORTATION use only.

Date/Time Received:	KM Walk Distance:	International? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Eligible <input type="checkbox"/> Courtesy	<input type="checkbox"/> Out of Catchment:	<input type="checkbox"/> Status emailed
<input type="checkbox"/> Data entered – Working (ID#)	<input type="checkbox"/> Data entered – Bus system	<input type="checkbox"/> Courtesy Seat Awarded
<input type="checkbox"/> Schedule emailed to School	<input type="checkbox"/> Registration Withdrawn	Card No.:

PASSENGER GUIDELINES

1. Students must have a bus pass or the written authority of their principal to ride a school bus, and are only permitted to ride their assigned bus, unless approval from the school is given. A pass must be shown every time the student boards the bus. Students may be refused to ride without a pass. *Courtesy students on the September waitlist cannot use the temporary pass in order to bypass the award process.
2. Friends without a pass are not permitted to ride without a temporary pass provided by the school office. A parent or guardian of the friend must provide authorization to the school in advance of the student riding the bus. Space must be available on the bus.
3. Students must be at their pick-up point five minutes before their scheduled pick-up time.
4. Notifications of late or cancelled buses will be sent via the school's App where applicable. Students and parents can subscribe to their bus number to receive the notifications.
5. Students may be assigned seats by the driver. Once seated, students must stay in their seats.
6. On buses equipped with seat belts, students must sit in their seats with the seat belt buckled at all times during the trip.
7. Eating of lunches and snacks may be allowed at the discretion of the driver. When permitted, drinks must be in spill proof containers. If abused, this privilege may be suspended. No litter shall be left on the bus by students.
8. Small band instruments, or other carry-on items may be taken on the bus provided the item:
 - a) Will fit safely on the student's lap
 - b) Does not sit higher than the seat in front
 - c) Is properly housed or contained in an approved case/container
 - d) Will not create unsafe conditions for other passengers
9. Smoking, vaping, lighters/matches, graffiti, loud talking, loud media devices, or distracting the driver are strictly prohibited.
10. Windows and emergency doors are only to be used at the direction of the driver.
11. Disrespect, inappropriate behaviour or the use of profanity is not acceptable.
12. If, in the opinion of the driver, students are behaving in such a fashion as to cause driver distraction or fellow passenger danger, the driver may return the students to the pick-up point or drop them off at the nearest school and place them in the charge of that principal. The principal will contact the parents or guardians concerned to arrange transportation of the students.
13. All disciplinary problems will be reported to the school principal and the transportation manager.
14. First issued pass and first replacement pass are free. Any subsequent replacement pass due to loss, damage, or demagnetization will incur a replacement fee at the current rate.