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| Type<br><b>Eligibility</b>                   | Date<br>Sept 1, 2009 |

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| <b>Statement</b>   | Based on the eligibility policy of the Board where the student attends school, STSBHN will arrange transportation to/from the student's primary address unless otherwise notified by the school or parent/guardian.  |
| <b>Eligibility</b> | <p>Students may access transportation services if their primary address is within the school's attendance boundary, at a distance of more than:</p> <ul style="list-style-type: none"> <li>• JK – Gr 8                      1.6 km</li> <li>• Gr 9 to Gr 12                3.2 km</li> </ul> <p><b>Student's Address:</b></p> <p>A student's address is his/her legal and permanent place of residence. In the case of joint custody, it is the parents' responsibility to decide on <b>the student's primary address</b>, in order to determine his/her school catchment area and transportation eligibility.</p> <p>All requests for a different pick-up and drop-off location that due not meet the above criteria shall be processed in accordance with (017) Courtesy Transportation.</p> <p>STSBHN requires pick up and drop off locations that are consistent five (5) days a week (not alternating weeks). Locations for the morning and afternoon may differ but must be consistent all week.</p> <p><b>Child Care:</b></p> <p>Transportation to and from a child care location will be provided if:</p> <ol style="list-style-type: none"> <li>1. the student's home address entitles them to transportation,</li> <li>2. the alternate address is within the catchment area of the school which the student is eligible to attend (based on their home address), and</li> <li>3. the alternate address is beyond the walking distance of</li> </ol> |

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| <b>Eligibility... continued</b> | <p>the home school which the student is registered to attend.</p> <p>For all other requests relating to alternate locations, please refer to procedure (017) Courtesy Transportation.</p> <p><b>Distance Measurements:</b></p> <ol style="list-style-type: none"> <li>1. All measurements for transportation purposes will be made by STSBHN using Bus Planner student transportation software.</li> <li>2. The measurement of the walking distance is from the corner of the property line of the student to the corner property line of the school.</li> <li>3. Situations involving large property frontages or other anomalies will be reviewed individually by the Manager of Transportation Services.</li> </ol> <p><b>Other Eligibility Criteria:</b></p> <ol style="list-style-type: none"> <li>1. Students may be transported for reasons of safety rather than distance where deemed appropriate by the Manager of Transportation Services according to (030) Hazard Transportation Eligibility.</li> <li>2. Students with identified disabilities may be eligible for transportation upon the recommendation of the Special Education Department under (020) Special Education and Medical Transportation.</li> <li>3. Subject to the approval of the STSBHN, transportation may be provided for students not otherwise qualifying for transportation privileges for which a certificate of a qualified medical practitioner is provided, indicating that the student is unable to walk to school because of physical or health reasons under (020) Special Education and Medical Transportation.</li> <li>4. Circumstances which fall outside of the above mentioned situations will be handled by the Manager of Transportation Services in combination with the</li> </ol> |
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|                                    | appropriate Administrative Committee member.  |
| <b>Procedures</b>                  | <p><b>The School must:</b></p> <ol style="list-style-type: none"> <li>1. Inform the parent/guardian about the eligibility criteria at the time of the student's registration by way of the Transportation Guide for Parents (TF014).</li> <li>2. Inform STSBHN of a new student enrolment that may require transportation based on the information provided by the parent.</li> <li>3. Maintain accurate student data in the student database system; the new student information will be updated on a daily basis.</li> </ol>  |
| <b>Procedures...<br/>continued</b> | <p><b>STSBHN must:</b></p> <ol style="list-style-type: none"> <li>1. Verify the address of each student; evaluate the eligibility between his/her primary residence and the school; for students that do qualify for transportation, information will be sent to the school and/or parent/guardian regarding the transportation details of the student.</li> <li>2. Keep information current in the transportation database so as to allow schools, parents, and students to access timely and accurate information.</li> </ol> |