

Section <b>Responsibilities of STSBHN</b>	Page 1 of 3
Type <b>Responsibilities</b>	Date Sept 1, 2009

<b>Statement</b>	<p>Pursuant to the <i>Education Act</i>, R.S.O. 1990, School Boards may provide transportation services for their students.</p> <p>With the goal of constantly improving their efficiency, the GEDSB, BHCNDSB, and CSDCCS have partnered in a consortium which has adopted guidelines pertaining to student transportation.</p> <p>Transportation is organized and supervised by STSBHN.</p>
<b>Procedures of the STSBHN</b>	<p><b>STSBHN is committed to:</b></p> <ol style="list-style-type: none"> <li>1. Providing safe and efficient transportation services, in a reasonable period of time for the students, travelling to school and from the school.</li> <li>2. Providing individualized transportation services for students who cannot access regular transportation due to a physical or physiological disability, or for other medical reasons, as well as for students identified as "exceptional" students.</li> <li>3. Handling complaints, and requests for information or changes, on an individual basis, in accordance with the policies and procedures of STSBHN and its member boards.</li> </ol>
<b>Responsibilities</b>	<p><b>STSBHN is responsible for:</b></p> <ol style="list-style-type: none"> <li>1. Planning safe transportation routes in accordance with the policies and procedures of STSBHN.</li> <li>2. Informing schools and school bus operators about the routes and pick-up and drop-off times for each route.</li> <li>3. Informing parents about the pick-up and drop-off times for their child(ren).</li> <li>4. Optimizing bus travel without endangering the students' safety and well-being.</li> <li>5. Planning efficient bus routes taking into account the following factors: safety, travel time, the number of</li> </ol>

Section <b>Responsibilities of STSBHN</b>	Page 2 of 3
Type <b>Responsibilities</b>	Date Sept 1, 2009

<p><b>Responsibilities... continued</b></p>	<p>students on the bus, the bus size, the number of buses per school, and cost reduction.</p> <ol style="list-style-type: none"> <li>6. Planning efficient routes using the shortest possible trip to and from school on public access roads or highways.</li> <li>7. Receiving and assessing transportation change requests or new requests from parents and schools.</li> <li>8. Planning new routes and informing parents, bus operators, and the schools accordingly.</li> <li>9. Receiving and assessing suggestions from bus drivers through their bus operators regarding possible changes to the transportation routing, making decisions, and notifying the parents, bus operator, and schools.</li> </ol> <p><b>STSBHN must:</b></p> <ol style="list-style-type: none"> <li>1. Manage and update bus transportation services on a daily basis.</li> <li>2. Remain in regular contact with bus operators and school principals to ensure the safe and efficient management of school transportation services on a daily basis.</li> <li>3. Maintain clear and regular communication with parents in order to inform them about policies, procedures, safety measures, etc.</li> <li>4. Support school principals and bus drivers in maintaining discipline on the bus.</li> <li>5. Set up and organize safety campaigns to raise awareness and improve the behaviour of students before, while and after they travel on a school bus.</li> <li>6. Conduct inspections and assessment activities pertaining to bus transportation services, in order to ensure that bus operators are complying with the STSBHN's policies and procedures as well as other contractual obligations.</li> </ol>
---	--

Section <b>Responsibilities of STSBHN</b>	Page 3 of 3
Type <b>Responsibilities</b>	Date Sept 1, 2009