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<p>Statement</p>	<p>A special transportation request may be made if a student meets any of the following criteria:</p> <ol style="list-style-type: none"> 1. Has a physical disability that prevents him/her from boarding a bus and walking to his/her seat. 2. Attends a congregated, specialized program outside his/her school catchment area. 3. Has been identified by the school boards' Special Education Services as requiring special transportation. 4. Has a chronic medical condition requiring special transportation. <p>Special transportation requests are approved on an annual basis only and must be reviewed each year.</p>
<p>Procedures</p>	<p>The Special Education Department shall:</p> <ol style="list-style-type: none"> 1. Before the end of the school year, provide STSBHN a list of all the students who are registered in a specialized program for the next school year. 2. Provide STSBHN with all of the student's information (school of attendance, address, phone, parent/guardian contact, special transportation requirements, etc.). 3. Maintain an up-to-date list of all students attending a specialized program. <p>The Transportation Coordinator for Provincial Schools and Principal of provincial school(s) shall:</p> <ol style="list-style-type: none"> 1. Before the end of the school year, provide STSBHN a list of all the students who are registered as a resident student as well as daily transported students at a provincial school for the next school year. 2. Provide STSBHN with all of the student's information (address, phone parent/guardian contact, special requirements, etc).

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Procedures...continued	<p>3. Maintain an up-to-date list of all students attending a provincial school.</p> <p>The Principal with consultation with the Special Education Department shall:</p> <ol style="list-style-type: none"> 1. Complete and sign Specialized Transportation Request form (TF012) or Board specific form which contains similar student data. 2. If the request was made for medical reasons, a medical practitioner completes a (TF011) Request for Special Transportation Medical form which stipulates in specific terms why a student's health necessitates the provision of transportation for an entire school year. 3. Temporary/ short-term transportation needs for medical reasons will be made for a period of up to twenty (20) days when accompanied by a doctor's note and approval by the student's principal. For a twenty (20) day extension of the temporary transportation, another doctor's note and approval from the principal is needed. 4. Forward the request to STSBHN after the appropriate Board administrative approvals. <p>STSBHN shall:</p> <ol style="list-style-type: none"> 1. Consult with the Special Education Department and/or Principal on all specialized transportation requests that do not have the completed documentation. 2. Organize the most cost-effective transportation for approved requests. 3. Maintain an up-to-date list of students receiving special transportation services; indicate the type of transportation provided and the date when the approved transportation will end. 4. Provide parents, schools and Board administrators with updated student transportation information.
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