

Saskatchewan Rivers School Division No. 119 Policy Manual

Policy Name: Principals and Student Transportation

Policy Type: Transportation

Number: 6060

Date Approved: November 28, 2005

Legal Reference:

The Board of Education believes that the school principal's active involvement and cooperation as well as that of school staff is needed to ensure the provision of efficient and effective transportation services.

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ADMINISTRATIVE PROCEDURES

Notwithstanding responsibilities in other sections of this Policy Manual including Policy 6040: Student Conduct on School Buses, the principal shall carry out the following:

1. Review expectations and procedures with the student body with respect to student behavior on school buses in September of each year.
2. Provide adequate supervision at times of bus loading and unloading including designated transfer points.
3. Advise the Supervisor of Transportation of the enrollment of new students where transportation services are required.
4. Advise the Supervisor of Transportation when there is a student in attendance who requires special transportation such as a student in a wheelchair or other medical or behavior needs.
5. Advise the Supervisor of Transportation and bus drivers of any planned or unplanned school closures unique to their school, i.e., floating inservice day, furnace breakdown, etc.
6. Pass on to bus drivers notes or parental information concerning irregular bussing requests such as a different drop off point or permission to travel on a different bus for a special occasion.
7. Advise the bus driver and Supervisor of Transportation of any serious student medical conditions that they have been made aware of by parents.
8. In the event of a weather warning or storm in the immediate vicinity of the school, the principal may authorize the early dismissal, delay or cancellation of afternoon bus routes.
 - a) Parents, guardians or contact persons must be advised if afternoon bus routes are delayed in order that they have the option of waiting for the bus operations to resume or of picking up their children at the school.

- b) Parents, guardians or contact persons must be advised if afternoon bus routes are cancelled so they can arrange to have their children billeted or picked up at school.