

## **TRANSPORTATION AND ATTENDANCE AREAS**

### **Background**

The Division establishes clearly defined bus transportation services by designated attendance area. The Division believes that its primary responsibilities is to provide transportation to students within the Division and within designated attendance areas.

In exceptional circumstances, the Board may in accordance with Board Policy 17, provide transportation outside of attendance areas, outside of the Division, or permit other jurisdictions to provide transportation.

At no time shall the Division enter into transportation agreements with other jurisdictions with respect to providing transportation services if such arrangements cause undue hardship for resident students or compromise Division programs.

### **Procedures**

1. The Board has retained authority in Policy 17 to determine the attendance areas and transportation service areas for each school and any adjustments to these.
2. Students living in rural attendance areas receive PreKindergarten to Grade 12 transportation provided they are attending school in their designated attendance area.
3. Students living within the City of Prince Albert may be eligible for transportation if one or more of the following conditions exist:
  - 3.1 The student attends a program recognized by the Board as requiring transportation.
  - 3.2 The elementary student attends the school in their home attendance area.
  - 3.3 The PreKindergarten or Kindergarten student lives further than 200m from their designated school, or
  - 3.4 The grade 1-8 student lives further than 400m from their designated school, or
4. In exceptional circumstances, transportation out of attendance area or out of Division may be provided when appropriate programming is not offered in the designated attendance area.
5. Transportation by external jurisdictions may be permitted in exceptional circumstances.
6. All transportation arrangements for out of attendance area or out of Division shall terminate at the end of the school year in which they were made unless a renewal of the arrangement has been approved.
7. Exceptions include those provided by legislation (French Immersion), specific Board approval (special education - Kinistino and Birch Hills). In addition, out of boundary students may access transportation to or from a drop off/pick up within school division boundaries upon administrative approval being granted. Some examples of current approval include First Nations students on reserve, and residents of a National Park.

8. A 30 day discretionary option shall be available on a case by case basis to provide out of attendance area and out of Division transportation based on programming needs only.
9. Transportation out of attendance area or out of Division requires the written approval of the Director.
10. Transportation by external jurisdictions requires;
  - 11.1 A written request from the parent/guardian.
  - 11.2 The written agreement of the Director of the external jurisdiction, and
  - 11.3 The written approval of the Director.
11. The Manager of Transportation shall obtain the written approval of the Director before providing up to 30 days of discretionary transportation.
12. Discretionary transportation over 30 days requires a written request to the Director by the parent/guardian.
13. It is permissible to transport an out of attendance area student for an overnight or weekend stay with a friend provided it does not affect bus routes. The bus driver has the right to deny transportation if proper arrangements have not been made or if overcrowding is a concern.
14. Transportation, as approved by the Director, may be arranged for students whose parents reside in separate homes provided the bus is not required to travel extra miles as the result of the arrangement.
15. Once each semester a review of new out of attendance area and out of Division arrangements will be provided by the Manager of Transportation as part of the annual Transportation accountability report.

Reference: Section 85, 87, 109, 110, 116, 194, 195, 196, 197, *The Education Act, 1995*  
*Highway and Transportation Act*  
*Traffic Safety Act*

Approved: May 12, 2014; Revised: November 24, 2014; April 15, 2024