

BUSINESS AND BOARD ADMINISTRATION	3000
TRANSPORTATION POLICY	3040

1. Rationale

The Education Act allows a board to provide transportation for students under certain conditions. Lakehead District School Board (LDSB) supports an active and healthy lifestyle, and encourages active transportation; however, due to the diversity of the urban and rural area and the diversity of programs offered from Junior Kindergarten to Grade 12, a comprehensive transportation policy and set of procedures is necessary.

2. The Policy

It is the policy of LDSB that students may be transported for education reasons at the Board's expense between home and zoned school, and on other occasions, according to the guidelines in Section 4.

3. Definitions

3.1 Eligible Student will be a resident in the district of LDSB who is registered in, and attending a school operated by, or under, the jurisdiction of LDSB.

3.2 Consortium will mean Student Transportation Services of Thunder Bay (STSTB), an administrative consortium to deliver efficiency and cost-effective student transportation service for the Board.

4. Guidelines

4.1 Pursuant to the Education Act, R.S.O. 1990, LDSB may provide transportation to its students.

4.2 Lakehead District School Board will provide transportation, without charge, to students whenever such transportation is warranted, in accordance with the guidelines outlined in this policy and related procedures.

4.3 Lakehead District School Board considers transportation a privilege and not a right. Conduct detrimental to the safe operation of the bus or to other students riding on the bus will not be allowed.

4.4 Transportation will be organized and delivered by the STSTB consortium on behalf of its three-member school boards: Lakehead District School Board, Thunder Bay Catholic District School Board, and Conseil scolaire de district catholique des Aurores boréales.

4.5 All routes and designated stops will be established by the consortium on the basis of safety, time, efficiency, loading, and economy.

4.6 Transportation may be provided for students residing in our area to and from provincial schools operated by the Ministry of Education, any Ontario hospital, or a Mental Health Centre established under the Child and Family Services Act, R.S.O. 1990.

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Transportation will be provided in accordance with regulations of the Ministry of Education.

- 4.7 Where a student qualifies for board, lodging, and transportation under the Education Act, R.S.O. 1990, the Board may, in lieu of daily transportation, reimburse the parent/guardian an amount established under the guidelines of the Board.
- 4.8 Video cameras may be installed on school bus routes. Use of video cameras on buses to monitor student behavior will be with the approval of administration.
- 4.9 Public transit system will be utilized, where economical and time efficient. Public transit will be a consideration for students at the secondary and/or senior elementary school levels for home to school transportation.
- 4.10 Transportation Contracts
 - 4.10.1 School bus operators are licensed under the Public Vehicles' Act R.S.O. 1990 and the Ontario Highway Traffic Act. The regulations made under these Acts impose certain duties and responsibilities on the operator or a driver employed by the operator regarding control and safety in the operation of school buses.
 - 4.10.2 The Board shall contract with transportation companies for the transportation of students, following tendering or negotiations.
 - 4.10.3 Contracts will be presented to the Board for ratification.

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4.11 Employee and Private Individual Use of Private Cars

4.11.1 Employees and private individuals are permitted to use their vehicles or rented vehicles with the appropriate license, provided principals or the employee's supervisor, authorize in writing, authorized use of the vehicles for:

- a) the transportation of small groups of students for curricular or co-curricular activities; or
- b) the performance of the conditions of employment.

Any such vehicles used must have adequate public liability insurance coverage. It is the responsibility of the employee and private individual to notify the Board, in writing, of any change in their public liability insurance coverage. Refer to Section 9 in the procedures for details.

Employees using their personal vehicle on Board business must adhere to 3070 Personal Use of Vehicles Policy and Procedures.

4.11.2 Students owning or operating vehicles are permitted to transport small groups of students for curricular or co-curricular activities as authorized, in writing, by the principal. The driver must file proof of having adequate liability insurance coverage and meet other requirements as set out in the procedures.

5. Minimum Walking Distances

5.1 Transportation will be provided for students who live beyond the distance from their zoned school as shown in the following:

<u>Grade</u>	<u>Distance</u>
JK/SK	0.8 km
1 – 3	1.6 km
4 – 8	1.6 km
9 – 12	3.2 km

5.2 Students will be required to walk to and from regular school bus stops.

5.3 Secondary school students attending Board programs outside their zone school areas and who, during the school year, change to a program available in their zone school, will no longer be eligible for transportation to the out of zone school.

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6. Review

This policy will be reviewed according to 2010 Policy Development and Review Policy.

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
Transportation Services Overview	March 19, 1991 November 23, 2021	Education Act Reg. 262 Section 24(5)
Student Transportation Services of Thunder Bay (STSTB) STS-GEN- 023 Transportation Policy		Child and Family Services Act R.S.O. 1990
Student Transportation Services of Thunder Bay STS-GEN-024 Transportation Procedure		Ontario Public Vehicles' Act R.S.O. 1990
Student Transportation Services of Thunder Bay STS-SPE-001 Specialized Transportation Manual		Ontario Highway Traffic Act R.S.O. 1990
6010 Emergency Evacuation and School Closure Policy/Procedures		
3070 Personal Use of Vehicles Policy/Procedures	<u>Date Revised</u> April 28, 2009 October 22, 2013 November 23, 2021 February 27, 2024	
3100 Accessibility Policy/Procedures		
7030 Human Rights & Workplace Harassment Policy/Procedures		