

## Administrative Procedure 550

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# STUDENT TRANSPORTATION

### Background

The District operates a limited student transportation service for its resident students with special needs taking into consideration financial accountability, provincial legislation and any other contractual agreements that the board is legally obligated to implement.

### Procedures

#### 1. Special Needs

- 1.1 Transportation or a transportation allowance (including public transit bus pass reimbursement) shall be provided for students with special needs who, due to circumstances, distance or disability, are unable to get to school.
- 1.2 Students attending with special needs are eligible for transportation who are attending district resource rooms and have physical, intellectual or behavioural disabilities.

#### 2. School Bus Lists

- 2.1 For students with special needs (i.e. buses that provide door-to-door service)
  - 2.1.1 As needed, a school staff member shall complete a Bus Transportation Request form (Form 550-2) and submit it to Inclusive Learning for approval.
  - 2.1.2 Upon approval, the form is faxed to the bus company as authority to provide bus service.
  - 2.1.3 Annually, Inclusive Learning will review the bus lists and determine:
    - 2.1.3.1 Which bus routes require an Education Assistant (EA) to ride with the students.
    - 2.1.3.2 Continued eligibility of students with special needs to ride the bus.

Reference: Sections 22, 23, 65, 85 School Act

Revised: September 2018