



POLICY:
SUBJECT:

EEA
TRANSPORTATION OF
PUPILS

APPROVAL DATE:
REVISION DATE:
PAGE:

June 14, 1983
November 1, 1994, **May 7, 2007**
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Transportation of pupils in The Winnipeg School Division shall be based on the following:

1. The Winnipeg School Division will provide for transportation services where necessary and subject to Division regulations, the Public Schools Act and Regulations thereto, and the Highway Traffic Act.
 - 1.1 for pupils enrolled in special education programs or certified handicapped by a medical doctor. (Exhibit 1)
 - 1.2 for pupils involved in special situations related to safety hazards.
 - 1.3 for pupils enrolled in other special programs or enrolled in classes relocated due to the closing of a local school.
 - 1.4 for kindergarten, and Grades 1-6 pupils enrolled in a language or alternative program within a designated catchment area. (Exhibit 1)
 - 1.5 for individual pupils assigned by the Division to a program or school other than the home school.
 - 1.6 for individual pupils on compassionate grounds as determined by the Superintendent of Schools.
 - 1.7 for pupils involved in physical education, music, language, field trips and other school planned and supervised trips.
2. Within the framework of Division policy the Board hereby authorizes the Chief Superintendent.
 - 2.1 to administer the Division policy on pupil transportation.
 - 2.2 to make additions, deletions and changes to the transportation system when necessary to meet the needs of the Division for the safe transportation of pupils.
 - 2.3 to provide in the Superintendent's Report notification of any changes in regulations as an item of information, the effective date in no case to precede or coincide with the date of the meeting at which such report is made.



**ADMINISTRATIVE RULE/
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Regulations governing procedures and operations for the delivery of pupil transportation services as determined by the Chief Superintendent and confirmed by the Board.

1. PROCEDURE FOR APPLICATION

- 1.1** The Transportation Supervisor under the general direction of the Secretary-Treasurer shall be responsible for the implementation and operation of pupil transportation within Board policy and these regulations.
- 1.2** All requests for transportation services shall be made in writing to the Transportation Supervisor.
- 1.3** Upon determining the eligibility of the request within Board Policy and these regulations the Transportation Supervisor shall then make appropriate arrangements for transportation services by school bus, transit bus ticket, taxi or public carrier buses, or payment in lieu thereof.
- 1.4** A transportation allowance may be paid to the parents/guardian of a pupil resident in the Division attending school in another Division for an educational program not offered in The Winnipeg School Division. Upon submission and approval of a statement of claim to the Transportation Section the allowance shall be:
- (a) equivalent to the cost of using City of Winnipeg Transit for pupils in grades seven to twelve;
 - (b) equal to the lesser of, the cost of transportation provided by the parents/guardian, or the transportation grant received by the Division, for pupils in kindergarten to grade six.
- 1.5** If requested, transportation service may be provided on a fee basis under the following conditions, to pupils who, under Board Policy, do not qualify for school bus transportation:
- (a) agreement by parents that if the seat is required at a later date for a pupil who qualifies for transportation, the parents/guardian would have to make other arrangements within seven (7) days' notice;
 - (b) service would be offered on a first-come first-served basis and the last request received on any particular route would be the first to be requested to make alternate arrangements if the space were required;
 - (c) buses would not be rerouted to accommodate such pupils and the size of the buses on routes would not be altered unless the cost would be recovered;
 - (d) there would be no transportation within the 1.6 km (1 mile) boundary of the program/school.



2. DISTANCE REQUIREMENTS

- 2.1** Daily transportation to and from school as provided for in the Board Policy statement, sub-sections 1.3, 1.4, 1.5, and 1.6 is subject to the following requirements:
- (a) that in all cases the resident address of the pupil shall be used to determine the eligibility of a student to be transported;
 - (b) that all measurements shall be from the nearest point of the residence property to nearest point of public access to the school grounds;
 - (c) that the minimum distance for elementary pupils to qualify shall be as follows:
Kindergarten – Grade 6 - 1.6 kilometers (1 mile)
- 2.2** Special Education pupils and pupils who are physically handicapped or certified by a medical doctor as temporarily handicapped shall be exempt from the distance requirements.
- 2.3** Unless otherwise provided for in the Board Policy statement, no transportation will be provided for pupils attending a school designated as their home school or pupils choosing to attend a school other than their home school.
- 2.4** Pupils in **Kindergarten – Grade 6** choosing to attend a language or alternative program outside the program catchment area where their residence is located, do not qualify for transportation privileges.

3. PICK-UP AND DROP-OFF

- 3.1** Bus routes will be established in relation to the resident address of the pupils to be transported.
- 3.2** School bus stops shall be on public thoroughfares at locations to be determined by the Transportation Section.
- 3.3** Special Education and handicapped pupils may be picked up and returned to the home when necessary because of their handicap.
- 3.4** In all cases where transportation service is being provided, the pick-up and return drop-off shall be at the same location unless alternative arrangements can be made within existing bus routes.

4. SAFETY

- 4.1** Parents/guardians shall be responsible to see children safely to and from the school bus or taxi.
- 4.2** In respect of conduct and discipline for transported pupils:
- (a) The principal of a school whose pupils are being transported in the school bus has the same disciplinary authority over the conduct of the pupils during the period in which they are in, entering upon, or leaving the school bus, as provided by regulations made under the Education Administration Act.



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- (b) Where a pupil in a school bus persists in conduct likely to be detrimental or hazardous to the welfare of the passengers, the principal has the same authority as is provided by regulations made under the Education Administration Act.
- (c) The driver of a school bus shall promptly report to the principal any misconduct of children while entering, leaving, or being conveyed in a vehicle under the driver's charge.
- 4.3** Where pupils are to be transferred by chartered bus for field trips, extra curricular or other activities, the principal shall ensure that responsible adult supervision other than the driver is provided.
- 5. GENERAL**
- 5.1** Principals arranging transportation services for supervised activity trips may use school buses, transit bus tickets, taxi, public carrier buses, trains, commercial passenger airlines, rented vehicles, staff and volunteer cars or station wagons. When staff or volunteer cars are utilized, the vehicle must have proper insurance coverage and all drivers must possess a valid Driver's License.
- 5.2** Due consideration must be given to transportation service, safety, efficiency and costs when pupils are being assigned to a school or program.
- 5.3** With the approval of the appropriate Superintendent and without shortening the instructional time, school or program times may be adjusted to improve efficiency or reduce costs in transportation.



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1. SPECIAL EDUCATION RECOGNIZED PROGRAMS

In accordance with Section 1.1 of Board Policy EEA, pupils in the following programs or situations may qualify for transportation service by school bus, taxi, or bus tickets.

<u>Code</u>	<u>Program</u>
ABC	Alternate Behaviour Centre
ASP	Adaptive Skills
AUT	Autistic/PDD Centres
CAP	Community Access Program
DLC	Diagnostic Learning Centre
ECLC	Early Childhood Language Centre
D/HH	Deaf/Hard of Hearing
FAS	Bridges/Right Programs
FL	Language Disorder
ISEP	Integrated Special Education Program
LAC	Learning Assistance Centres
LFS	Life Skills
MHP	Multiple Handicapped
PHP	Physically Handicapped
PLC	Primary Language Centre
SEC	Special Education Centre
STAR	STARS Program
VIS	Visual Handicapped
WEP	Work Experience

2. SPECIAL SITUATIONS

The following special situations have been identified in accordance with section 1.2 of Board Policy EEA:

2.1 Fort Rouge School

Students in **Nursery, Kindergarten and Grades 1- 6**, who reside in the area bounded by Portage Avenue, Assiniboine River, Main Street and all of Donald Street will be transported by school bus to Fort Rouge School.

2.2 Gladstone School

Students in **Nursery, Kindergarten and Grades 1- 6**, who reside in the area bounded by Portage Avenue, Assiniboine River, Osborne Street and Hargrave Street (formerly the Alexandra School catchment area) will be transported by school bus to Gladstone School.

2.3 George V School

Students in **Kindergarten and Grades 1-6** who live south of Nairn Avenue and students who live west of Gateway Road will be transported by school bus to George V School for the French Immersion Program.



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2.4 J.B. Mitchell School

Students in Nursery, Kindergarten and Grades 1-6, who live south of Taylor Avenue will be transported by school bus to J.B. Mitchell School related to the closure of Sir William Osler School.

2.5 Lord Roberts

Students in **Nursery, Kindergarten and Grades 1-6** who reside in the area that includes the length of Parker Avenue (south Division boundary to Waverley) will be transported by school bus to Lord Roberts School.

2.6 Mulvey School

Students in **Nursery, Kindergarten and Grades 1-6**, who reside in the area bounded by Portage Avenue, Memorial Boulevard, Osborne Street, Broadway Avenue, and Furby Street (formerly part of the Alexandra and Isbister Schools catchment areas) will be transported by school bus to Mulvey School.

2.7 Niji Mahkwa School

Students in **Nursery, Kindergarten and Grades 1-6**, who reside south of the CPR tracks, and who would have to cross the Slaw Rebchuk Bridge to attend Niji Mahkwa School will be transported by school bus to Niji Mahkwa School.

2.8 Norquay School

(a) South of C.P.R. Tracks

Students **in Nursery, Kindergarten and Grades 1-6**, who reside in the area bounded by Higgins Avenue, the Red river, Market Avenue and Main Street (formerly Argyle School catchment area) will be transported by school bus.

(b) North of C.P.R. Tracks

Students **in Nursery, Kindergarten and Grades 1-6**, who reside in that portion of the catchment area for Norquay School bounded by Angus Street, Rover Avenue, Annabella Street and Sutherland Avenue will be transported by school bus.

2.9 Victoria Albert

Students who attend the Wiwabigooni Alternative Program but live under 1.6 km will be transported.



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3. BOUNDARIES

Boundaries for transportation of students enrolled in language or alternative programs in accordance with Section 1.4 of Board Policy EEA are as follows:

FRENCH IMMERSION PROGRAMS				
SCHOOL	NORTH	SOUTH	EAST	WEST
GARDEN GROVE	Combined English Program boundaries for Garden Grove and Tyndall Park Schools.			
GEORGE V	DIVISION BOUNDARIES	DIVISION BOUNDARIES	PANET ROAD	RED RIVER
J.B. MITCHELL	TUXEDO KINGSWAY C.P.R. TRACKS GROSVENOR ASSINIBOINE RIVER	DIVISION BOUNDARIES	C.N.R. TRACKS DALY	EDGELAND
LAURA SECORD	C.P. TRACKS	ASSINIBOINE RIVER	RED RIVER	ST. JAMES STREET
RIVERVIEW	ASSINIBOINE RIVER	RED RIVER	RED RIVER	DALY AND PEMBINA
ROBERT H. SMITH	ASSINIBOINE RIVER	GROSVENOR C.P. TRACKS KINGSWAY TUXEDO	ARBUTHNOT/ ASSINIBOINE RIVER	EDGELAND
STANLEY KNOWLES	DIVISION BOUNDARIES	C.P. TRACKS	RED RIVER	BROOKSIDE BLVD.

FRENCH MILIEU PROGRAMS	
LANSDOWNE	Portion of the Division north of the C.P.R. Tracks.
LAVERENDRYE	Portion of the Division south of the Assiniboine River.
SACRE COEUR	Portion of the Division between the Assiniboine River and the C.P.R. Tracks and including the Elmwood area.



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3. BOUNDARIES (continued)

Aboriginal Alternative Programs
(Niji Mahkwa/Wi Wabigooni/Little Ones)

English-Hebrew Bilingual Program
(Brock Corydon)

English-Ukrainian Bilingual Program
(Ralph Brown)

} The
Winnipeg School Division
Boundaries

Alternative Programs

Boundaries will be established by the administration