



COMMISSION SCOLAIRE  
**Eastern Townships**  
SCHOOL BOARD

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# TRANSPORTATION

## POLICY (P 005)

<b>Policy Name</b>	Policy on Transportation
<b>Policy Number</b>	P 005
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## Table of Contents

<b>Preamble</b> .....	3
<b>Principles</b> .....	3
<b>Objectives</b> .....	3
<b>Scope</b> .....	3
<b>Definitions</b> .....	4
<b>Roles and Responsibilities of the Partners</b> .....	5
<b>Council of Commissioners</b> .....	5
<b>Student Transportation Service</b> .....	5
<b>School Principal</b> .....	6
<b>Transportation Advisory Committee</b> .....	6
<b>School Bus Drivers</b> .....	6
<b>Parents</b> .....	7
<b>Student Responsibilities</b> .....	7
<b>Responsibilities of the Transporter</b> .....	8
<b>Accepted Addresses for Transportation</b> .....	9
<b>Student Transportation Organization</b> .....	9
<b>Eligibility for Student Transportation (morning and evening)</b> .....	9
<b>Handicapped Students</b> .....	9
<b>Adult Education</b> .....	10
<b>Walking Distance to Bus Stops</b> .....	10
<b>Complementary Educational Services</b> .....	10
<b>Bus Routes / Bus Stops</b> .....	10
<b>Designation of Danger Zones</b> .....	10
<b>Waiting Period / Bus Delay</b> .....	11
<b>Available Seats</b> .....	11
<b>Special Transportation Authorization</b> .....	11
<b>Additional Transportation</b> .....	11
<b>Temporary Transportation</b> .....	12
<b>Moving and New Registrations</b> .....	12
<b>Snow Storm / Emergency Situations</b> .....	12
<b>Procedure regarding parents' concerns regarding the walking distance to a school or bus stop location</b> .....	12

**Allowed baggage.....12**

**Sanctions .....13**

**Suspension.....13**

**Choice of School.....13**

**Workplace Internship.....13**

**Video Security System on School Buses .....13**

**Principle of Intent .....13**

**Utilization of Cameras and Video .....14**

**Complaint procedure .....14**

**Coming into Force.....14**

**STATUTES AND REGULATIONS.....14**

**Waiting Period / Bus Delay .....15**

**Available Seats .....15**

**Additional Transportation.....15**

**Temporary Transportation.....16**

**Snow Storm / Emergency Situations .....16**

**Allowed baggage.....16**

## Preamble

The Transportation Service of the Eastern Townships School Board and the *Commission scolaire du Val-des-Cerfs*, hereinafter called the Board, exercise their powers according to Articles 291 to 301 of the Education Act for the organization of transportation for students under its jurisdiction, according to the regulations of the Ministry of Transport and according to the Regulation respecting road vehicles used for the transportation of school children. Transportation may be provided by the hiring of contractors or with Board owned vehicles.

The right to transportation is bound within this policy. Transportation services are offered to its users and does not convey an absolute right. The Board can suspend or revoke this right for not respecting the transportation rules.

## Principles

The Board will organize its Transportation Service to best serve the elementary and secondary students within its territory for the daily start and end of classes.

The Board commits to organizing a transportation service that respects, to the best of its ability, the following guidelines:

- To offer, as best it can, specific transportation services in order to fulfill pedagogical obligations, or the particular needs of a specific clientele;
- To minimize the length of time students travel on a bus, taking into consideration both the school schedules, and the financial limitations of the Board's transportation budget;
- To promote the optimum use of school-bus seating capacity.

The Transportation Service is not established to answer occasional, changing or personal needs. **Its efficiency rests on the fact that it is organized in order to respond to the regular needs for the totality of the students admissible for the transportation service.**

## Objectives

The Transportation Policy adopted by the Board:

- Aims to assure the security and well-being of students transported;
- Determines the types of transportation it offers and the criteria of admissibility to receive transportation;
- Establishes guidelines for the organization of student transportation and the use of financial resources;
- Determines the functions and responsibilities of those involved in the application of this policy;
- Organizes school transportation with the objective of responding to requests equitably.

## Scope

The present Policy applies to all users, notably:

- The general education student attending a local school, a school of choice or a school offering a particular pedagogical program of the Eastern Townships School Board (ETSB);
- A student enrolled in a private school, or of another school board which holds a service agreement with the ETSB;

- A student who is directed by the ETSB towards a specialized establishment located within or outside its territory;
- A student from the youth sector who attends a centre;
- An adult student who benefits from the transport service based on available seating.

## Definitions

Principal Address: Address of the student's residence;

Complementary Address: A second address as determined by the parents;

Daycare Address: An address used regularly by the student enrolled in pre-kindergarten (K4), kindergarten (K5) or primary school situated within the basin served by the student's local school;

Temporary Address: Address where transportation is requested for a defined period, continual and limited;

School Basin: Every school of the ETSB has a distinct basin that is defined by a group of municipalities, villages and streets. (Consult the ETSB website under Transportation Services to find out in which basin the school your child attends is situated);

Choice of School: Each parent or student has the right of choice as stipulated in Article 4 of the Education Act in order to attend a school outside of their basin, be it a primary or secondary school;

Distance between the student's residence and school: The distance between the student's residence and school is calculated using the student's address and the school address. The distance used is the shortest public route between the two addresses, including public crosswalks that are maintained and plowed by the municipality. The distance is measured using an application recognized by the Transportation Service, using information available during the official school registration period for students;

Adult Student: A student registered in an adult education program or in a vocational training program, except a student who is registered in a program simultaneously with a general youth program;

Siblings: Are considered as brothers and sisters with at least one common parent, children or reconstituted families as well as children within a foster home authorized by the Ministry of Health and Social Service;

Parent: The person with parental authority or the person who assumes the *de facto* care of the student;

Available Seat: A seat that is not used at all times in a vehicle serving the transport of students after the assignment of seats to students who have a right to school transportation for the daily start and end of classes;

Vehicle Routes: All travel on public roads by a vehicle serving the school transportation and that was mapped or authorized by the ETSB Transportation Service;

**Residence:** A person's residence is the place where the student usually lives, including, for the student, a specified place where the student sleeps all week. However, in the case of shared custody, for the identification purposes of the school, is the residence of one parent; this residence is determined by the parents at the moment of the student's registration and remains valid during the entire school year, unless one parent moves residence or by court decree. Proof of residence is proven by supplying the school with a recent document from a public organization or a public utility on which appears the names and address of the parents, confirming their usual place of residence (tax, electricity or telephone statement). The ETSB reserves the right, if deemed necessary, to demand more than one document to establish proof of residence;

**Student Transportation Service:** Refers to, in the present Policy, the School Transportation Service of the ETSB;

**Rural sectors:** Areas located outside of cities and towns, served by secondary paved and unpaved roadways.

**Urban sectors:** Cities and towns served by primary paved roadways. Urban areas are normally located within the 50 km zones.

**MEES:** *Ministère de l'éducation et de l'enseignement supérieur.*

## **Roles and Responsibilities of the Partners**

To achieve the objectives in the present policy, the roles and responsibilities of each partner are defined as follows:

### Council of Commissioners:

- Adopts the Transportation Policy;
- Approves the designation of danger zones;
- Identifies and approves specific transportation services not presently offered;
- Adopts the designation of school basins;
- Adopts fees for special transportation and additional transportation as recommended by the Transportation Advisory Committee.

### Student Transportation Service:

- Applies the law, regulations and written procedures related to student transportation and in accordance with the MEES;
- Proceeds with the organization and creation of routes and schedules and determines the location of bus stops;
- Ensures that contractors fulfill their contractual obligations;
- Supports schools in the organization of transportation for extracurricular activities;
- Ensures the implementation of security programs and measures to promote transportation security. This includes professional development for bus drivers;
- Conducts studies and analysis;
- Establishes an emergency procedure for the cancellation of transportation services;
- Develops a program to be implemented at the school level to address issues related to the code of conduct and its application;
- Proposes fees for special transportation and additional transportation;
- Develops and recommends procedures for the implementation of the Transportation Policy;

- Makes recommendations for the cancellation of transportation (due to weather or road conditions).

#### School Principal:

- Ensures that the Student Code of Conduct, as per the Transportation Policy of the ETSB, is communicated to students and their parents annually;
- Implements a program or programs in collaboration with the Student Transportation Service that will have students learn the school bus code of conduct and its application;
- Contributes to the education and application of the rules and procedures in effect regarding the student transportation service;
- Ensures the transmission of information pertinent to parents and students concerning the transportation services;
- Identifies transportation needs for handicapped students and sends a written recommendation to the Complementary Educational Service who will look into the recommendation with the Transportation Service to find an alternative solution;
- Assumes responsibility for the student from the time he/she boards the school bus in the morning until he/she disembarks at the end of the school day.

#### Transportation Advisory Committee:

- Makes recommendations to the School Board on subjects relative to student transportation and functions in conformity with the Education Act (Art. 188);
- Determines criteria for the study and analysis of danger zones and makes recommendations to the Council;
- Makes recommendations regarding fees for special and additional transportation to the Council;
- Provides its opinion on the planning, coordination, financing and administration of student transportation;
- Provides its opinion on the student transportation organization plan of the Board and on the terms and conditions for the granting of contracts for the transportation of students, before the board adopts that plan or sets the terms and conditions for granting those contracts;
- Provides its opinion on the criteria and the terms and conditions for using a service referred to in section 298 of the Education Act (chapter I-13.3), before the board establishes those criteria or sets the terms and conditions for using that service;
- Provides its opinion on the use of all or a part of the amount of a subsidy granted for student transportation that may be used for other purposes;
- Recommends replacement of buses to the Council.

#### School Bus Drivers:

- Transport students while respecting all laws and regulations pertaining to student transportation;
- Apply the student Code of Conduct;
- Participate in professional development activities as required by the Board;
- May assign seats at their own volition;
- Maintain order and discipline inside their vehicle;
- Demonstrate respect and dignity toward all users, through actions and speech.
- Practice cautious driving, with respect to the Highway Safety Code and all other applicable rules for school transportation;

- Advise, through the established procedures, the Transportation Service in times of incidents, delays and/or problems with students he/she is transporting;
- Collaborate with all school principals in the research and implementation of solutions for disciplinary or organizational problems;
- Respect the schedule, the route and the stops that are determined by the School Transportation Service;
- Respect the rules on confidentiality and personal information (addresses, telephone numbers, etc.);
- Respect all the directives specified in the transportation contract.

#### Parents:

- Collaborate with the school and the Transportation Service in the application of the rules and procedures relating to the security and well-being of students;
- Accept the legal responsibility for their children walking to and from school or to and from a school bus stop;
- Inform their child's school, in writing, of any special health concerns related to their child(ren);
- Inform their child's school of a change in address or transportation requirements a minimum of 10 days in advance;
- Take the necessary measures to ensure that their child gets to school in the case of a suspension of the right to transportation following disciplinary measures;
- Assume the responsibility of the transportation of any or all non-authorized objects or equipment;
- Retain the decision to keep their child at home if they are concerned for their child's security when weather conditions risk affecting school transportation.

#### Student Responsibilities/Code of conduct:

- At the request of the driver, the transporter or an ETSB representative, the student must show his/her identity card, whether it be for disciplinary reasons or to verify his/her identity or destination;
- Respect the preventive security rules and show respect to others, for the preservation of equipment and of the environment;
- Be conscious of his/her behaviour and actions.

#### The student must also:

- Be at the designated bus stop;
- Arrive at the bus stop at least 10 minutes before the scheduled time;
- Respect the driver and obey their directives in order to ensure secure transportation;
- Respect private property;
- Behave properly while waiting for the school bus and avoid any and all pushing and shoving;
- Wait on the sidewalk or on the shoulder of the road for the bus to be completely at a stop before approaching;
- Take the assigned bus (it is forbidden to change buses without having received authorization beforehand);
- Stay in line and embark one at a time in an orderly fashion.

#### In the Bus:

- Take their seat rapidly and stay there until the destination has been reached (take the seat assigned by the driver if he deems it necessary for reasons of security or discipline);
- Follow the driver's rules;



### In the Bus (Continued):

- Behave in a courteous and respectful manner;
- Do not bother the driver without reason;
- Keep equipment clean;
- Observe the non-smoking/vaping rules aboard the bus;
- Learn where the emergency exits are located and only use them in case of need;
- Speak normally, without yelling, whistling or swearing;
- Respect the rules with regard to the transport of equipment on board the bus;
- Do not change seats or circulate in the centre aisle of the bus when the vehicle is moving;
- Do not obstruct the centre aisle in any way;
- Do not drink or eat;
- Never throw anything, either inside or outside of the bus;
- Never stick their head, arms or any other part of the body out of the windows;
- Never spit, throw garbage, paper or any other object;
- Never have or use alcoholic beverages, drugs or weapons on the bus;
- Refrain from using any movement or speech that could interfere with the security, the dignity or the well-being of the other riders: pushing, shoving, punching, verbal intimidation, etc.

### Getting off the bus, the students must:

- Respect the stop that is assigned to each student;
- Wait for the bus to come to a complete stop before leaving the seat;
- Make sure they leave nothing behind in the bus;
- Leave in a single file, without pushing or shoving;
- Move away from the bus at a secure distance, to make sure that the driver can see the students and that they are out of the danger zone;
- Cross the road, when required, in front of the bus while the lights are flashing, walking with caution, staying a good distance away and always in the line of sight of the driver.

### **Responsibilities of the Transporter**

The transporter is responsible for the performance of its contracts according to the norms of transportation, the directives and rules of the ETSB in addition to the rules of the Highway Safety Code and other laws and rules governing the transportation of persons.

### The range of responsibilities of the Transporter include:;

- Ensuring that all hired drivers have the required competencies and an appropriate license to operate a vehicle under contract with the ETSB;
- Ensuring the management and the training of its drivers and supervision of the daily adherence to their tasks according to the policies established in the contract with the ETSB;
- Supervise the maintenance and good functioning of its vehicles in accordance with the *Société de l'assurance automobile du Québec* (SAAQ) and all other relevant authorities;
- Immediately inform the Transportation Service of the ETSB in the case of a breakdown, an unplanned delay, an accident or all other irregular situations that involve a vehicle under contract with the ETSB;
- Investigate, search for solutions and take the appropriate measures, in collaboration with the Transportation Service and School Principals in the case of a complaint involving a driver, a student or a particular incident;
- Supervise the respect of schedules, of routes and stops determined by the Student Transportation Service;

- Inform the drivers of all policies and procedures of the ETSB with regard to the transportation of students.

### **Accepted Addresses for Transportation**

**Principal Address:** For the student who has the right to school transportation, only one address is recognized for the daily start and end of classes.

**Complementary Address:** The ETSB will try, to the best of its ability, to offer a student who has the privilege of school transportation, the possibility of using a complementary address.

### **Student Transportation Organization**

The Board establishes the following criteria for the organization and administration of the Student Transportation Service: School bus transportation is NOT an absolute right.

### **Eligibility for Student Transportation (morning and evening)**

The distances referred to correspond to the shortest walking distance between the student's residence or a designated address and the student entrance of the school attended:

**Secondary students** living more than 1.6km from the designated school attended;

**Elementary students** living more than 1.6km from the designated school attended;

**Kindergarten Students** living more than 0.8km from the designated school attended.

**Four-year-old Kindergarten Students** (full day for 4-year-old-program sponsored by MEES) living more than 0.8km from the designated school will be transported. No transportation is provided at noon.

### **Handicapped Students**

Students with handicaps, as defined by the MEES Interpretation Guide, have the right to transportation regardless of the distance from their residence to the designated school. The need for transportation must be part of the analysis of the needs and capacities of these students and be integrated, if applicable, to the adopted plan of intervention. The Complementary Educational Service must confirm all recommendations made by the school for the transportation of a student with a handicap.

Students living in a zone where the speed limit exceeds 50 km per hour as well as students living in a recognized danger zone are eligible for transportation.

The health of a student may justify access to school transportation. In this case, the request must be made to the student's school by the parents.

## **Adult Education**

Students attending adult education centres may be eligible for a transportation service, provided there is available space on current bus routes. However, bus routes will not be rerouted to accommodate adult students.

## **Walking Distance to Bus Stops**

The Board designates bus stops.

The designated stops take into account reasonable walking distances, according to the student's age and location:

- Urban areas:
  - 4-year-old Kindergarten (K4) and Kindergarten (K5): 0.25km
  - Elementary: 1.0km
  - Secondary: 1.6km
  
- Rural areas:
  - 4-year-old Kindergarten (K4) and Kindergarten (K5): 0.25km
  - Elementary: 0.50km
  - Secondary: 0.50km

### Complementary Educational Services:

- A student who is not capable of walking to or on a public road will be transported to and from his/her residence or designated address, when possible;
- In situations where special transportation is necessary for medical reasons, the Board may participate financially with the parents;
- For special transportation of a student who is temporarily disabled, the parent must forward a request in writing to the student's school;
- Parents who have a child with special needs or a medical problem (allergies etc.) which could result in an emergency situation should inform the School Administration, in writing, who will then inform the Transportation Service.

## **Bus Routes / Bus Stops**

When the condition and nature of certain roads may make it impossible to ensure transportation in a particular area, the Board will attempt to find a reasonable solution compatible with its policy. In the absence of a solution, the parents concerned will be responsible for the transportation of their child(ren) to and from the nearest acceptable school bus pick-up point.

Generally, school buses will not travel on private roads.

## **Designation of Danger Zones**

Upon written request to the Transportation Service, the School Board may recognize the route a student takes to and from school as a danger zone:

In an area recognized as a danger zone, the School Board will provide transportation or offer an alternative solution.

## **Waiting Period / Bus Delay**

Even though every attempt is made to make sure that school buses run on time, the school bus may be delayed (see Annex A for more information).

## **Available Seats**

Available seats give students the opportunity to use bus transportation even if they are not eligible for transportation. This applies to students who are in walking zones as well as those who are in the out-of-school basin;

A fee may be charged for an available seat for the school year, whether it is for part of or for the full school year (see Annex A);

Adult Students may be eligible for transportation services, provided that there is available space on current bus routes. However, bus routes will not be rerouted to accommodate adult students;

The parent or adult student must complete an application form to request a seat and send it to the school (see Annex A).

Not all requests can be granted.

## **Special Transportation Authorization**

Special Transportation Authorization consists of allowing students, otherwise ineligible (ex.: walkers requests) for transportation, to use an available seat. Students whose residence is located within a walking distance from the school attended. A written request must be submitted to the Transportation Service each year;

Special transportation must not incur any extra costs to the Board and must respect the bus routes established and the school's schedule;

Cancellation of the Special Transportation Authorization may occur at any time if the number of students eligible for transportation on any particular bus route increases and extra seating is no longer available;

The Board reserves the right to establish a passenger fee for these services.

## **Additional Transportation**

Additional transportation may consist of transportation for an extracurricular activity.

The School Board authorizes the organization of Additional Transportation in accordance with established rules and regulations;

Fees could be charged for additional transportation;

No additional transportation changes will be made on a day-to-day basis;

No bus stops will be added nor will bus routes be extended to accommodate alternate addresses;

Requests must be submitted to the school (see Annex A).

## Temporary Transportation

Elementary and secondary students who have a valid reason to get off the bus at a location other than their designated stop, must obtain prior authorization from the school. **Authorization will only be given if the location where the student asks to be dropped off is on a regular bus route and if space is available.** It could be applied to high school students needing transportation to their place of work or other courses, or to elementary students who would like to visit a friend (see Annex A).

## Moving and New Registrations

Students moving, new registrations, and other address changes of a student should be submitted directly to the school attended at least two (2) weeks in advance (earlier during the summer months).

## Snow Storm / Emergency Situations

In the case of inclement weather, parents may choose to keep their child(ren) at home;

When safety is at risk, the driver may decide not to complete certain parts of the bus route. Measures will be taken to notify the parents concerned;

In the case of cancellation of the transportation services due to weather conditions, or for any other reason, an announcement will be made. (see Annex A).

### Procedure regarding parents' concerns regarding the walking distance to a school or bus stop location:

- Parents are to write to the Transportation Service outlining their particular situation and concerns;
- The Transportation Service will visit the site and give a written report to the parent and the Principal;
- In those cases whereby the situation requires the Ministry of Transportation (Quebec Government) and/or the municipalities to take action, and when the Transportation Service believes that the safety of our students is compromised, the Council of Commissioners will be notified, a resolution passed, and the appropriate authorities notified in writing;
- In the case whereby the parent's request is rejected and the parent is not satisfied with the Transportation Service's decision, a committee comprised of the Transportation Management, a Commissioner, and the Principal of the school, will visit the site, review the merits of the request, and make a final decision;

All parents have the right to appeal.

## Allowed baggage

Students are permitted to transport objects that can be held safely on their lap. These objects should not compromise the safety of other passengers and must not infringe on their space;

Allowed baggage must be in accordance with the Quebec Highway Safety Code;

Please see Annex A for more details on what items are and are not allowed;

All objects that do not respect the conditions as outlined in Annex A cannot be transported on board the school bus;

No objects should be placed on the bus so as to restrict access to the emergency exit, the aisle must always be completely cleared;

All animals are prohibited on the bus, with the exception of a service dog accompanying a student with special needs. However, authorization from the Transportation Service must be obtained before the animal is admitted on board the bus.

### **Sanctions**

Students will be issued a "Bus Incident Report" in the case of misconduct/disrespect and/or other situations judged inappropriate by the school bus driver. Students who receive a "Bus Incident Report" must have the white copy signed by their parent/guardian and returned to the bus driver the next school day. Parents/guardians may keep the yellow copy.

- Any incident report may result in a suspension of transportation;
- Student transportation suspensions are at the total discretion of the school administrator and/or the Transportation Service.

### **Suspension**

Prior to the start of the suspension, the Transportation Service or the school administrator will notify the parents.

The administration may take into account the age of the child and the time lapse between incidents. In very serious incidents, a suspension may be applied immediately. When a student is suspended from transportation, the parents must make the necessary arrangements for their child to be present at school.

### **Choice of School**

The right to choose a school outside the basin of the school serving your address does not include the right to transportation.

### **Workplace Internship**

Some programs include workplace internships for secondary school students.

These programs aim to provide qualifications as well as develop the student's independence and self-esteem; this experience is part of the students' education. However, when the school principal requests transport, transportation to the place of the internship may be organized by the ETSB when the situation allows for it and it does not involve supplementary costs.

### **Video Security System on School Buses**

#### **Principle of Intent**

The Eastern Townships School Board believes that the safety and security of students is the responsibility of all employees of the Board. Moreover, the use of video cameras in buses supports the achievement of this objective.

While other means will normally be used to ensure the safety and security of the students during their transportation to and from school, video cameras may be used in situations where the

management of the Transportation Service and/or School administrators deems that their use is appropriate.

### **Utilization of Cameras and Video**

The Coordinator of Transportation will determine which buses will be equipped with video units and will be responsible for the installation and security of those units.

Video will be accessible to the management of the Transportation Service and the School Administrators, who will determine who views them. The decision regarding any disciplinary action will be made by the management of the Transportation Service and/or the School Administrators.

The video remains the property of the Eastern Townships School Board and the management of the Transportation Service will be responsible for ensuring that the video is stored in a secure area and is kept for a specific time.

### **Complaint procedure**

Complaints may be lodged by calling or writing to the Transportation Service. The concerned student or their parents must follow the PROCEDURE FOR THE EXAMINATION OF COMPLAINTS of the ETSB available on the school board website at [etsb.qc.ca](http://etsb.qc.ca).

### **Coming into Force**

This policy shall come into effect on the date specified at the time of adoption by the Council of Commissioners of the Eastern Townships School Board.

### **STATUTES AND REGULATIONS**

*Loi sur l'instruction publique*, chapitre I-13.3, articles 1., 4., 9., 188., 291., 292., 293., 294., 298., 299. [en ligne], Québec, Éditeur officiel du Québec  
<http://www.publicationsduquebec.gouv.qc.ca/>

*Loi sur les transports*, chapitre T-12, articles 48.12., 48.14., 48.15., 48.16. [en ligne], Québec, Éditeur officiel du Québec.  
<http://www.publicationsduquebec.gouv.qc.ca/>

*Règlement sur les véhicules routiers affectés au transport des élèves*, chapitre T-12, r.17 (*Loi sur les transports* (chapitre T-12, a.5)), articles 45., 46., 47., 48., 49., [en ligne], Québec, Éditeur officiel du Québec.  
<http://www.publicationsduquebec.gouv.qc.ca/>

*Code de la sécurité routière*, chapitre C-24.2, articles 229., 380., 381., 455., 456., 457., 519.8. [en ligne], Québec, Éditeur officiel du Québec.  
<http://www.publicationsduquebec.gouv.qc.ca>

*Règlement sur le transport des élèves*, chapitre I-13.3, r. 12, articles 9, 10,11,12 [en ligne], Québec, Éditeur officiel du Québec  
<http://www.publicationsduquebec.gouv.qc.ca/>

## ANNEX A

### Transportation Fees for Students with Out-of-Basin Addresses

Education Level	Fee
Elementary	\$250 annually
Secondary	\$250 annually

The fees required for the transportation of students whose address is out-of-basin will be revised if necessary by the Council of Commissioners.

Students who use the *Commission scolaire du Val-des-Cerfs* routes must adhere to the ETSB Transportation policy and fees.

Fees are charged by the School Board that is responsible for the bus routes used.

Fees may be applicable in the following cases:

- Students who are in joint custody;
- Students residing within a walking distance from the school;
- Adult and Vocational Training students registered in a full-time program with Adult Education or Vocational Training Service residing more than 1.6km from the Centre attended;
- A temporary change (minimum of 5 consecutive days) of the student's permanent address;
- High school students who need transportation to their place of work or other courses.

#### Waiting Period / Bus Delay

In the morning, if the school bus is late (by at least 20 minutes) students should return home and call the Transportation Service. Information about bus delays will be available at [www.etsb.qc.ca](http://www.etsb.qc.ca)

Morning: All Students should be at their bus stop at least 10 minutes prior to the bus arrival time.

#### Available Seats

The parent or adult student must complete an application form to request a seat and send it to the school. If the application is received by July 5<sup>th</sup>, the Transportation Service will have the available seat ready for the first day of the school year. If the application is received after July 5<sup>th</sup>, it cannot be guaranteed for the first day of class, but the application will be processed by October 15<sup>th</sup>.

#### Additional Transportation

Requests must be submitted to the school at least 48 hours in advance.



## **Temporary Transportation**

To obtain this authorization, the student must present, 24 hours in advance, a note signed by his/her parent to the school administrator. The school will issue a "Temporary Bus Pass" that the student will give to the bus driver.

## **Snow Storm / Emergency Situations**

In the case of cancellation of the transportation services due to weather conditions, or for any other reason, an announcement will be made on the Board website and Facebook page, as well as radio and television stations between 6:30 a.m. and 8:15 a.m. or at other times during the day if school buses must leave early. For the list of the TV/radio stations, visit the Board website at [www.etsb.qc.ca](http://www.etsb.qc.ca)

## **Allowed baggage**

Students may not transport bulky sports equipment judged dangerous by the bus driver, such as skis, ski poles, skate boards, hockey equipment bags, sleds, any sport sticks (ex. hockey sticks, baseball bats, lacrosse stick, etc.);

Items such as skates must be carried in a canvas bag or cardboard box at all times;

Small musical instruments must be placed in a suitable case. Accepted size: 65cm X 30cm X 20 cm (26 inches X 12 inches X 8 inches);

Students may carry baggage that can be held securely on their laps or at their feet, provided that the baggage is carried in a closed bag that does not exceed the following dimensions: 55 cm X 35 cm X 25 cm (22 inches X 14 inches X 10 inches). This includes school bags, backpacks, sports bag, lunch bags.