



Policy: EEACA
Subject: Designated Stop

Policy:

The Red River Valley School Division Board of Trustees believes in providing safe transportation of students.

Protocol:

Upon enrolment into a Red River Valley School Division School, parents or guardians must declare one stop at which they would like their child(ren) picked up and dropped off each school day.

In exceptional circumstances, parents/guardians may make application to the Transportation Supervisor to have one additional stop approved for their child(ren).

An application for an additional stop must be accompanied by a *consistent* annual schedule.

In the interest of student safety, all requests for schedule changes must be submitted in writing to the Transportation Supervisor.

Bus divers do not have the authority to make changes to their route.

Procedure:

Criteria considered when an application for an additional stop is received includes but is not limited to:

- Distance from existing bus routes
- Simplicity of requested schedule
- Space on existing buses
- Additional time on bus routes for students

Approval of additional stop will take a minimum of two weeks. Applications must be received by the Transportation Supervisor well in advance of the anticipated second stop requirement. Until such time as the additional stop is approved, the declared stop will be the pick-up and drop-off point for the affected child(ren).

School buses are not to be used for the purposes of transportation to non-school related, regularly scheduled activities such as dance classes, music lessons, after school employment, etc. Students may

occasionally ride another bus or get dropped off at a different stop for the purposes of birthday parties, play dates, etc. providing that school/divisional procedures are followed.

Eligible students are as defined by the Public Schools Act (Manitoba): *43(1) Subject to the provisions of this Act and the regulations, in all cases where transportation of pupils is required, it shall be provided for those pupils who would have more than 1.6 kilometers to walk in order to reach school, and, further, provision for transportation from home to school shall be made regardless of distance for those pupils who are unable to walk to school because of physical or other handicaps.*

Please see Form

RED RIVER VALLEY SCHOOL DIVISION
DIVISION SCOLAIRE VALLÉE de la RIVIÈRE-ROUGE

Transportation Department Box 237, 42 Mandan Drive, Sanford, MB R0G 2J0

Ph (204) 746-2317 ext 2230/Cathy or 2229/Darren Fax (204)736-4473 Email cschindel@rrvsd.ca or dcameron@rrvsd.ca

STUDENT TRANSPORTATION FORM

New Student

Existing Student

Section 1 – Please fill this section for your one designated stop that will be Monday-Friday, am & pm.

School Year _____ School Attending _____

Start Date _____ MET # _____ Grade Level _____

Resides in Red River Valley School Division

School of Choice-Within Division (**Transportation not guaranteed**)

School of Choice-Outside of Division (**Transportation not guaranteed**)

Program Not Offered - Applies to out of Division students who do not have a French Immersion or 50/50 program offered in their Division (**Transportation not guaranteed**)

Is this an existing stop Yes No If so, bus driver's name _____

Student Name _____ Male () Female ()

Parent(s)/Guardian or Foster Name (please circle) _____

Address _____

Legal Land Description

Civic Land Address (911 #)

Town

Postal Code

Home Phone No. _____ Daytime phone #'s _____

Emergency contact information:

Name(s) _____ Relationship _____

Phone #(s) _____

Please list any pertinent information relating to transportation (physical or medical condition, legal restrictions, etc.)

Pick-up/Drop-off location (if different from home Address) _____

Subject to approval

Section 2 REQUEST FOR ADDITIONAL STOP (upon approval)

Name (spouse, daycare, etc...) _____ Ph# (s) _____

Legal Land Description

Civic Land Address (911#)

Town

Postal Code

Please list reason for additional stop along with a schedule that will be followed throughout the school year. Attach a separate sheet for schedule if required _____

For Transportation Office Use ONLY

Bus Driver _____ Bus # _____

Transfer to Bus # _____ Driver's Name _____