

# CALGARY SCIENCE SCHOOL SOCIETY

Policy Title: **Student Transportation**

Policy No. **5.01**

Legal Reference: School Act Section 51  
Fiscal Management Policy 3.02  
Program Accounting and Reporting Manual – Alberta  
Education

**RATIONALE:** The Calgary Science School attracts students from all areas of the City of Calgary. A transportation system would assist the school in becoming geographically accessible to all students eligible to attend.

**POLICY:** The Board authorizes administration to contract busing services to transport students to and from the school.

## **PRINCIPLES:**

1. Students residing more than 2.4 km from the school may be eligible to access the bus service. Effort will be made to accommodate all students, but the school reserves the right to deny busing to a student when it is not practical to provide busing.
2. Fee for transportation services will be determined on an annual basis by the Board of Directors.
3. The transportation committee of the school council, in consultation with the contractor, will be responsible for the design and maintenance of the bus routes and schedules.

First Reading      October 9, 2003

Adopted            November 20, 2003

Amended          September 16, 2004

Amended          April 24, 2007

Amended          March 16, 2010

## PROCEDURES

### 1) REGISTRATION

- a) Parents of students requiring transportation must complete and sign the *Agreement of Charter Transportation* and return it to the school with the fees prior to June 1 to be eligible for busing in the following school term.
- b) Students registering for busing after the June 1 deadline will be accommodated within the established routes as space permits.

### 2) FEES

- a) refer to policy 3.01 – Fees

### 3) ROUTES

- a) Students will be designated to centralized stops for home pick up and drop off.
- b) Bus routes and schedules will be distributed to students as soon as available from the contractor.
- c) Students may have more than one home pick up and drop off address, it is the student's responsibility to access the appropriate bus and community stop according to their own personal arrangements, as space permits.
- d) Students may access the transportation system for before/after school activities on routes other than their designated route only if space permits. Priority is given to designated students of the route. Advance permission of the school is necessary to access a route/stop other than the students designated route/stop.

### 4) STUDENT BEHAVIOR

- a) A *Transportation Handbook* shall be made available and reviewed with students on an annual basis.

### 5) COMMUNICATION

- a) The school will regularly communicate with parents regarding the transportation system through the following means: the transportation handbook, school website, transportation bulletins, e-mail, school newsletter.