

POLICY 14 – STUDENT TRANSPORTATION

BACKGROUND

The Board of Trustees believes that school bus routes, schedules, and stops must be established to achieve maximum service with a minimum fleet of buses consistent with providing reasonable service to all students transported.

The Board of Trustees also believes that transportation services provided for students must be as safe, secure, cost efficient, convenient, and time sensitive as is practical for the students using this service.

Further, the Board of Trustees recognizes the joint responsibility of students, parents, and Division employees in ensuring that school bus transportation is provided in an efficient and positive manner.

To support continuous improvement and accountability, the Division will implement an annual transportation efficiency and service review. This review will be submitted to the Board and include metrics such as average ride time, cost per kilometre, and route adjustments. These data-informed insights will assist the Board in meeting its fiduciary responsibilities and optimizing transportation services.

GUIDELINES

- School bus routes will be established to pick up and deliver students in the yard of the residence wherever possible. In the event that this can not occur, pick up will be at the residence gate immediately adjacent to the municipal road allowance or highway on which the school bus is directed to travel.
- Wherever practical, regular school bus routes will be designed so that the maximum time per trip from first pick up to school drop off does not exceed 75 minutes.
- Wherever practical and cost effective, school bus routes will be designed so that the first pick-up in the morning is the first drop-off at his or her residence in the afternoon.
- Bus routes will follow the most direct roads approved for bus travel to serve those students eligible for transportation service.
- Following consultation with drivers and parents, draft school bus routes shall be created prior to September 1 of each school year.
- All bus routes will be presented to the Board at the first meeting of the Board in September.
- The Transportation Coordinator may make changes to a bus route after it has been approved by the Board based on the criteria outlined in Administrative Procedure 801, *Transportation of Students* and/or Administrative Procedure 804, *Internal Attendance Areas*. The Trustee representing the ward where the change is scheduled to occur shall

receive information relating to the change prior to the change being implemented.

- *Guiding Principles for External Boundary Busing Decisions:*
 - Impact on Busing time of Prairie Land Public School Division routes—number of students in excess of 75-minute guideline.
 - Exceptional needs of students requesting release, and Prairie Land Public School Division program capacity.
 - Extenuating circumstances unique to the request.
 - Where possible, external boundary decisions should consider opportunities for regional collaboration. The Board will explore formalized transportation agreements with neighbouring jurisdictions to reduce duplication, improve service for rural students, and maximize access to provincial transportation funding.
- All initial requests for multijurisdictional busing will be reviewed and either approved or denied by Division administration, in accordance with Administrative Procedure 801 – Transportation of Students. Should a request be denied, the applicant may appeal the decision to the Board of Trustees, pursuant to the rights outlined in the Education Act, Section 11, which provides for a review of decisions made by the administration. Once approved, annual renewals will continue to be administered by Division administration under the same procedure.

Legal Reference:	Section 59, <i>Education Act</i> <i>Student Transportation Regulation</i> <i>Guiding Principles for Cross-Jurisdiction Busing Decisions:</i>
Reviewed:	April 2007 February 2012 March 2015 June 2015 August 2021 June 2022
Revised:	June 2009 June 2010 October 2010 January 2011 June 2013 June 2014 June 2018 April 2020 May 2023 August 2024 May 2025 August 2026