

STUDENT TRANSPORTATION  
TRANSPORTATION OF PUPILS

S.T.01

## POLICY

The Board may provide transportation for:

1. A resident pupil of the Board who is enrolled in a school that the Board operates.
2. A pupil in respect of whom the Minister of Education pays the cost of education under the regulations, transportation to and from the school that the pupil attends, and to and from an activity that is part of the program of such school.
3. **The Hamilton-Wentworth Catholic District School Board is responsible for the provision of safe, effective and efficient transportation services to eligible students provided through the Hamilton-Wentworth Student Transportation Services (HWSTS). Additional transportation information is available on their website at [www.hamiltonschoolbus.ca](http://www.hamiltonschoolbus.ca).**

## ELIGIBILITY FOR TRANSPORTATION SERVICE

It is the policy of the Board to provide free transportation to students whenever such transportation is warranted due to one or more factors such as:

1. distance from the home to the school,
2. traffic hazards or other safety hazards,
3. **pupils identified and documented as special needs.**

Conditions of eligibility:

1. Only students residing in Hamilton-Wentworth, provided they are within the attendance boundaries of a Catholic school operated by this Board, shall be eligible for transportation, except -
  - i) No transportation will generally be provided for secondary school students within the City of Hamilton where public transportation is available **except** for:
    - a) **Students that reside more than 4.0 kilometres from within the school attendance boundary for the following City of Hamilton Catholic Secondary Schools: Cathedral, Bishop Ryan, St. Jean de Brebeuf, St. Mary, and St. Thomas More;**

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- b) special education purposes;
- c) at the discretion of the Board.

2. Students will be provided transportation who reside more than the following:

- i) **JK/K/FDELK** - over 1.2 km distance to the school
- ii) Grades 1-12 - over 1.6 km distance to the school
- iii) at the discretion of the Board.

The distance shall be measured using the shortest walking route from the nearest property line of the pupil's residence to the nearest property line of the school **and determined by the Hamilton-Wentworth Student Transportation Services transportation software system.**

- 3. Students who are eligible for transportation must ride the vehicle and utilize the stop **which they are assigned.**
- 4. Transportation will be provided to those students with physical or other handicaps upon the recommendation of the Superintendent **responsible for Special Education.**
- 5. A parent/guardian or designate assigned by the parent must accompany all **JK/K/FDELK** students to and from the bus stop. Students are to be returned to the school if there is no parent, guardian or designate present.
- 6. Misconduct while riding the school bus and at stops may result in disciplinary action up to and including withdraw of bus privileges and/or suspension from school.
- 7. **Students that are ineligible for transportation may apply for available empty seats on a year to year basis. Approval will be granted once the Board is assured that the vehicle has room to accommodate students and may be revoked should new students who qualify for transportation require space on the bus.**

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## TRANSPORTATION SERVICE TO BE PROVIDED

1. Distance to Pick-up Points

Students that are eligible for transportation will ordinarily not be required to walk more than the following distances to the nearest bus stop:

- i) **JK/K/FDELK** – 0.4 km
- ii) grades 1–8 – 0.6 km
- iii) grades 9-12 – 1.6 km

2. Pick-up Time

Under normal circumstances, a bus run should not begin earlier than seventy minutes prior to school starting time **or be completed later than seventy minutes after school dismissal time.**

3. It is the responsibility of **Hamilton-Wentworth Student Transportation Services** for the setting up of all transportation routes. It shall also ensure that the service provided is within the limitations as set out in the “**Student Transportation Policy**” of the Board.

## CANCELLATION OF SERVICE

Cancellation of service due to Inclement Weather will be governed by the policies and procedures regarding “**Inclement Weather – Emergency School Closings**”.

BM 01 NOV 77, 01 MAY 07, 05 MAR 13

RELATED BY-LAW(S): **7.03**

RELATED BOARD COMMITTEE: **Committee of the Whole**

POLICY REVIEW DATE: **Five (5) years**