



BOARD DIRECTIONAL POLICY	
DIRECTIONAL POLICY TITLE	DIRECTIONAL POLICY NUMBER
STUDENT TRANSPORTATION	1300

TITLE OF DIRECTIONAL POLICY:

STUDENT TRANSPORTATION

DATE APPROVED:

December 19, 2023

PROJECTED REVIEW DATE:

2028

POLICY:

The Peterborough Victoria Northumberland and Clarington Catholic District School Board is committed to the safe, efficient and effective transportation of eligible students to and from school.

PURPOSE:

Parents are responsible for ensuring their children attend school, and transportation to school is ultimately the responsibility of parents. Under the Education Act, transportation services may be provided by a school board and in those circumstances, the Board of Trustees is responsible for setting the parameters for providing transportation services, including determining the eligibility criteria and establishing other transportation related parameters.

This directional policy will be supported by a series of administrative procedures that reflect responsive and responsible allocation of transportation services that adhere to relevant legislation and regulations, and ensures the safe, efficient, and effective transportation of eligible students.

The administrative procedures and practices that emerge from this policy will clearly identify the Board's procedural requirements regarding eligibility for transportation, registration for transportation, appeal processes, student safety, route operation, safety

and conduct on school buses, reporting on bus accidents and other transportation matters.

Administrative procedures and practices that emerge from this policy will encourage partnerships/collaborations with municipalities and Non-profit groups with a mandate for Active School Travel in a community to encourage sustainable travel (e.g. transit, walking and cycling) while maintaining safety.

ALIGNMENT WITH MULTI-YEAR STRATEGIC PLAN:

This Directional Policy is informed by priorities in the [2021-2025 Strategic Plan, Vision and Mission; Building a Community that Accompanies](#); particularly the priorities of Maximizing Resources, Nurturing Mental Health and Well-being and Protecting the Environment.

RESPONSIBILITIES:

The Board of Trustees is responsible for:

- assigning responsibility to the Director of Education for operationalizing and managing the Student Transportation Policy and associated administrative procedures.
- monitoring and holding the Director of Education accountable respecting the adherence, implementation and operational details of the Student Transportation Policy.
- establishing the parameters to which the implementation of the Student Transportation Policy and resulting Administrative Procedures will apply.
- adhering to the transportation consortium joint agreement outlining Board of Trustees responsibilities and membership on the Governance Committee of Student Transportation Services of Central Ontario (STSCO).

The Director of Education is responsible for:

- providing leadership regarding adherence, implementation and operational details in the Student Transportation Policy and associated administrative procedures.
- providing direction to staff in the development of administrative procedures and practices to ensure implementation of the Student Transportation Policy.

- aligning human and financial resources with the Board priorities and by demonstrating professionalism and accountability for high standards of practice in all Board operations.
- adhering to the transportation consortium joint agreement outlining Director of Education responsibilities and membership on the Governance Committee of Student Transportation Services of Central Ontario (STSCO).

Superintendent of Business and Finance is responsible for:

- collaboratively leading the development of the administrative procedures and practices aligned with the Student Transportation Policy.
- managing and providing leadership in developing the supports and resources to ensure the implementation of the Student Transportation Policy.
- working collaboratively with the Director and Superintendents, Principals and Vice-Principals, and the Transportation Authority to build capacity of staff in their knowledge and understanding of the Student Transportation Policy and associated administrative procedures.
- adhering to the transportation consortium joint agreement outlining responsibilities and membership on the Governance Committee of Student Transportation Services of Central Ontario (STSCO).
- working collaboratively with co-terminous school boards, the Transportation Authority, and parents with respect to resolving issues and concerns related to transportation services and agreements, and implementation of associated transportation procedures.

Superintendents are responsible for:

- providing leadership and support for Principal/Vice-Principals, Executive/Administrative Assistants and staff in their knowledge, understanding, implementation and adherence to the Student Transportation Policy and associated administrative procedures.

Principals, Vice-Principals are responsible for:

- providing leadership, management and support for the members of their schools and departments in the knowledge, understanding, implementation and adherence of the Student Transportation Policy and associated administrative procedures.
- working collaboratively with parents, the Transportation Authority and Board administration in implementing the administrative procedures.

Staff are responsible for:

- working collaboratively with colleagues to successfully implement the Student Transportation Policy.
- adhering to the administrative procedures that support the Student Transportation Policy.
- being proactive and self-directed in building their knowledge and understanding of the Student Transportation Policy and associated procedures.

Transportation Authority is responsible for:

- implementing the parameters of the Transportation policy and the administrative procedures that support the Transportation Policy.
- working collaboratively with parents, schools and administration in implementing the administrative procedures.

PROGRESS INDICATORS:

- achieving compliance with the Education Act and various regulations with respect to accountability measures
- approval of annual budgets in compliance with the Education Act
- sound application and management of financial systems and internal controls
- meeting regular timelines for financial and operational reporting
- regular monitoring of service provider performance, including safety data.

DEFINITIONS:

Transportation Authority:

For the jurisdictions of the Board in Peterborough, Northumberland and Clarington, the transportation authority is Student Transportation Services of Central Ontario, through the Chief Administrative Officer. Additional information is available at www.stsco.ca

For City of Kawartha Lakes, the transportation authority is Trillium Lakelands District School Board through the Transportation Supervisor. Additional information is available at www.tldsb.on.ca

REFERENCES:

- Education Act and Regulations