

Administrative Procedure 560

STUDENT TRANSPORTATION SCHEDULING AND ROUTING

Background

Students are to be transported in a cost effective manner that minimizes the length of time they are required to ride the bus.

Procedures

1. Routes

- 1.1 The Transportation Manager will establish schedules and routes. School bus routes may be adjusted throughout the school year to accommodate changes in student demographics.

2. Gate Service and Yard Pick Up

- 2.1 Rural students will receive gate service where practical.
- 2.2 The Transportation Manager at his/her discretion may designate a bus stop location other than the property gate for reasons of safety or scheduling efficiency.
- 2.3 If the bus must turn around in a yard, the owner of the property is required to:
 - 2.3.1 Enter into a Bus Turn Around Authorization Agreement with the Division. This form may be obtained by contacting the Transportation Department.
 - 2.3.2 Maintain the lane in a condition suitable for a bus turn around.
- 2.4 Students who reside in rural subdivisions may be required to meet at a bus stop in the subdivision or meet on a main roadway depending on student numbers and safe areas for stops.

Reference: Section 45, 51, 52, 53, 60, 61, 113, 116, 117 School Act
Traffic Safety Act
Commercial Vehicle Safety Regulation 121/2009
Student Transportation Regulation 250/98 (Amended AR 125/2005)
Use of Highway and Rules of the Road Regulation 304/2002
Vehicle Equipment Regulation 122/2009