

# CONNECT CHARTER SCHOOL SOCIETY

Policy Title: **Student Transportation**

Policy No. **5.01**

**RATIONALE:** Connect Charter 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 outside the walk zone from the school are eligible to access the bus service. The school reserves the right to determine pickup and drop off points and does not specify any limit on the distance from these points to students' residential address. It is the responsibility of each family to ensure transportation between their home and the pickup and drop off point(s) they access.
2. The transportation service is funded in part by the Alberta Government transportation grant with the balance covered by parents of Connect Charter School students who ride the bus. Fees for transportation services are determined on an annual basis by the Board of Directors.
3. Subject to the approval by school administration, the transportation committee and transportation analyst, 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

Amended          March 8, 2016

## PROCEDURES

### 1) ELIGIBILITY

- a) All students living in the Lakeview community (defined as the area that is south of Glenmore Trail, north of North Glenmore Park, east of 37 Street SW and west of Crowchild Trail) are NOT eligible for busing.

### 2) REGISTRATION

- a) Parents of students requiring transportation must complete the on-line student transportation busing registration as part of the school registration process. Registration and payment of fees must be made by the registration deadline set each year to be considered in the route planning process.
- b) Students registering for busing after the registration deadline will be accommodated within the established routes as space permits.

### 3) FEES

- a) Refer to policy 3.01 – Fees

### 4) ROUTES

- a) Students will be designated to centralized stops for pick up and drop off. There is no specified walk limit from a student's residence to the location of the stop. Factors that go into determining centralized pick up and drop off locations include: safety, the number of students in a particular area, and other considerations, as appropriate.
- b) Bus routes and schedules are distributed to students as soon as practicable after school re-registration closes and only after approval by the contractor.
- c) Only residential addresses on file in the school student registration system will be used to determine the designated route(s) and stop(s).
- d) Students may access the transportation system using established stops on their designated route or on other routes 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.

### 5) STUDENT BEHAVIOR

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

### 6) COMMUNICATION

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