



Transportation

Date Approved: 2019

Projected Review Date: 2023

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PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) believes in providing the best possible learning environment for its students. This includes providing safe, secure and on-time transportation to and from school for eligible students that is cost-effective and efficient.

GUIDING PRINCIPLES:

HWDSB recognizes:

- The value of providing transportation services to eligible students that is safe, timely, effective and efficient.
- The importance of students arriving at school ready to learn;
- That parents share in the responsibility for the safe arrival of their children to and from school;
- That safety is also a joint responsibility of communities, municipalities and policing authorities; and
- That students' are responsible to their school principal for their conduct on the bus, in accordance with all applicable Board policies and procedures, as school buses are an extension of the school.

INTENDED OUTCOMES:

When providing transportation, HWDSB will take steps to:

- Ensure the board can provide safe, timely, effective and efficient transportation services.
- Ensure transportation services support the strategic directions of HWDSB.

RESPONSIBILITY:

Director of Education
Members of Executive Council

TERMINOLOGY:

Community Stop: A Community Stop is a common area for student pickup and drop offs which may include, but are not limited to: parks, schools and places of worships.

Courtesy Transportation: Additional riders, who would normally be ineligible, are accommodated on the school bus without any increase in cost or negative impact on current service.

Executive Council: Consists of Superintendents and the Director of Education. Executive Council is responsible for the overall operations of HWDSB.



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Parent: This includes parents, guardians and caregivers.

Secondary Specialized Learning Programs: Are unique, innovative learning programs in focused areas, designed to engage students who have differing educational interests. These programs complement subject/courses consistent with the Ontario Curriculum, however, offer specialized learning opportunities that develop skills with greater depth and intensity. In secondary schools, the courses attached to these programs will be credit granting.

Tier 3 Alternative System Programming: Expectations that outline learning related to skill development in areas represented in the Ontario Curriculum or areas not represented in the Ontario Curriculum (ex. social skills).

ACTION REQUIRED:

For all operating procedures regarding transportation, please visit Hamilton-Wentworth Student Transportation Services (HWSTS) Policies and Procedures page at <http://bit.ly/2a9THEG>.

Eligibility

Students residing in all urban and rural areas as defined by the City of Hamilton Official Plan will be eligible for transportation services to their in-catchment school when the walking distance exceeds the following:

Elementary School	Kindergarten	1.2 km
Elementary School	1-8	1.6 km
Secondary School	9-12	3.2 km

Method

HWSTS will determine the method of transportation in consultation with Executive Council. The methods may include but are not limited to, traditional yellow-and-black school buses, school purpose vans and the Hamilton Street Railway Transit (HSR).

Safety

Extraordinary circumstances related to safety hazards, including lack of a safe walkway to and from school, may warrant an exception to the walking distances for the determination of transportation service eligibility.

The scheduled length of time on a vehicle provided through HWSTS shall not exceed 60 minutes one way.



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Parents of Kindergarten students are required to accompany and remain with the student until picked up by the vehicle. No Kindergarten student will be left unattended at a pickup point. Parents/guardians are also required to be on time and present at the drop off point to receive their Kindergarten students.

Courtesy Transportation

Courtesy Transportation may be provided to students at no cost to the Board, subject to the Courtesy Transportation Procedure, by the first week of October on an annual basis.

Special Education

Transportation services will be dependent on an assessment of the individual student's physical and/or mental capabilities. See also Tier 3 Alternative System Programming.

Barriers to Student Achievement

Executive Council will have the discretion to provide transportation to support student success, based on available funding.

Program Priority

Notwithstanding statements elsewhere in this policy, transportation services are provided for the following program priorities:

- French Immersion – using Community Stops
- Secondary Specialized Learning Programs
- Tier 3 Alternative System Programming

The method of transportation provided for the above program priorities to a student's in-catchment school will be determined based on available funding and safety.

PROGRESS INDICATORS:

Intended Outcome	Assessment
Ensure the board can provide safe, timely, effective and efficient transportation services.	This will be measured through the HWSTS annual Transportation Consortium Update, given to the Board of Trustees every fall.
Ensure transportation services support the strategic directions of HWDSB.	This will be measured through the HWSTS annual Transportation Consortium Update, given to the Board of Trustees every fall.



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REFERENCES:

Government Documents

Child, Youth and Family Services Act

Other Related Documents

Hamilton-Wentworth District School Board's Program Strategy

Hamilton-Wentworth Student Transportation Services Procedures