

# Student Transportation Service Consortium of Grey-Bruce

## ***Procedures***

Bluewater District School Board  
Bruce-Grey Catholic District School Board

**TCP-A012**

<b>Procedure Title:</b> TRANSPORTATION TO CO-OP PLACEMENTS (Bluewater DSB)	<b>Approved:</b> January 11, 2011 <b>Updates:</b> March 23, 2012 September 14, 2012
Related Forms: TCF-A013 Per Diem Subsidy Application TCF-A013b Per Diem Subsidy Claim Form TCF-A013c Request for Alternate Bus Stop	Related Policies

**Intent:** To support co-operative education and provide transportation where possible.

**Stakeholders:** Schools, Bus Operators, Transportation Consortium, Public

**Procedure:**

The Bluewater District School Board may provide a per diem travel subsidy if the student is enrolled in a “District Shared Program” (Bruce Power or Militia only). To be eligible students must submit a Per Diem Subsidy Application for Co-op Transportation (form TCF-A013) to the Transportation Consortium prior to starting their placement. The Transportation Consortium will consider the application and will advise the co-op teacher if it has been approved, and if so, the amount of the daily per diem subsidy. To claim the subsidy, students must submit a Per Diem Subsidy Claim Form (form TCF-A013b) to the Transportation Consortium no later than one month after the placement ends. Co-op teachers must verify the dates claimed. Subsidy payments will be forwarded to the student’s parent/guardian. Per Diem subsidies are not paid for weekends, holidays, Professional Activity Days, Christmas Break or March Break.

**Refer to the “Transportation to or from Co-op Placements Flow Chart (Bluewater DSB)”**

Other Co-op Placements

Students may be permitted to disembark or board their regular home-to-school bus route at an existing bus stop provided:

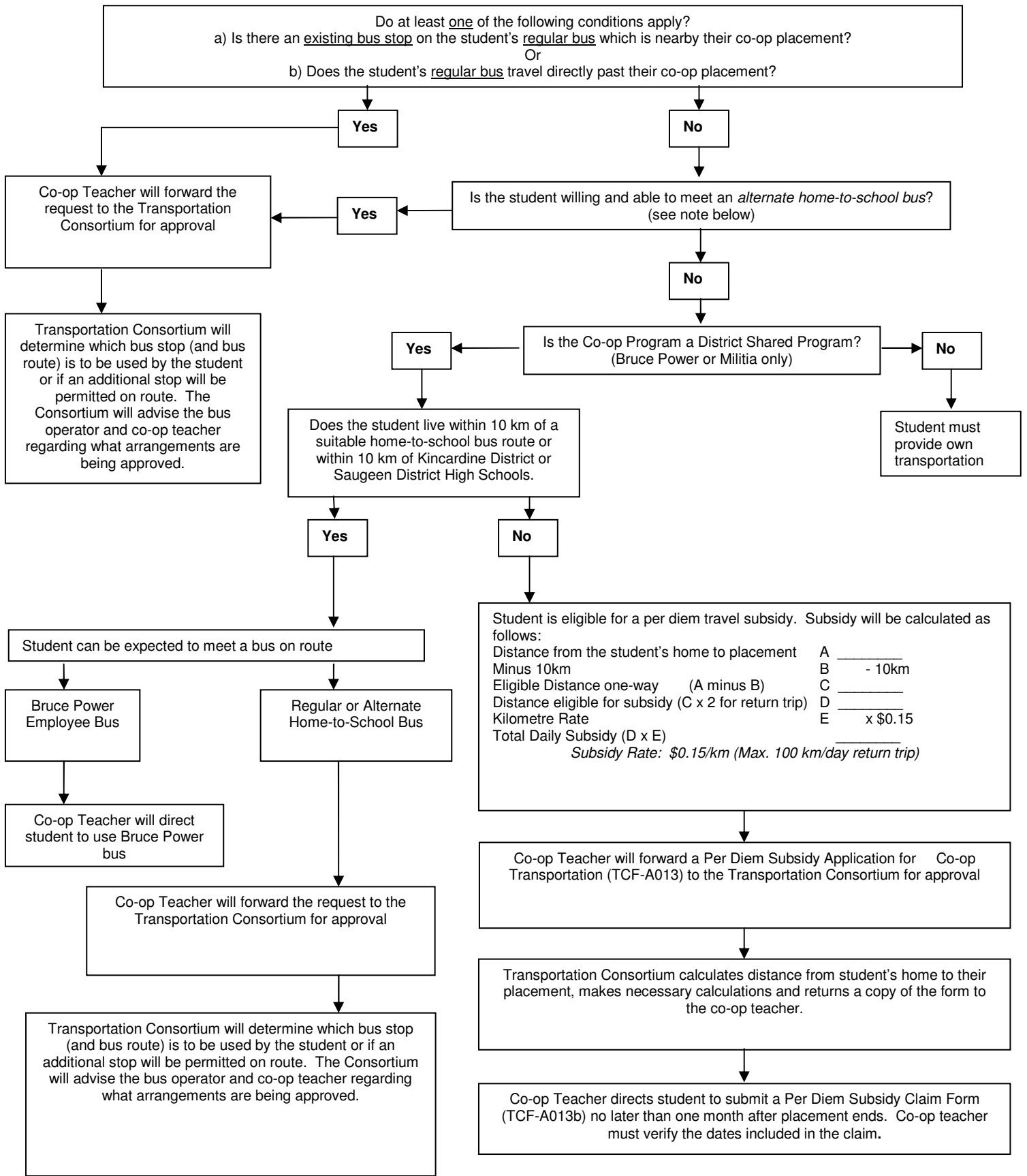
- a written request is received from the school principal or co-op teacher (form TCF-A013c Request for Alternate Bus Stop for Co-op Transportation)
- the request must be approved by the Transportation Consortium
- Transportation may approve an existing bus stop on the bus route, or may approve a stop on route but will not re-direct a bus to accommodate a co-op placement

If a student is willing to meet a bus on route they may be permitted to ride an alternate bus route if one of the following conditions apply:

- the placement is at an elementary school and there is a suitable stop on the elementary home-to-school bus route, or
- the placement is a part of the Military program in Owen Sound. In this case, the student may be permitted to ride a home-to-school bus to St Mary’s High School and will be expected to walk to/from the Armouries building.
- A student may also be permitted to ride an alternate home-to-school bus route with a suitable stop near their placement if they are willing to meet the bus on route. Bus routes will not be re-directed to accommodate a co-op placement.

Note: The distance between the student’s home and their placement must be further than the minimum walking distance for secondary students.

**Student Transportation Service Consortium of Grey Bruce  
Transportation to or from Co-op Placements Flow Chart (Bluewater DSB)**



- In the case of car-pooling, only the student that drives to the co-op placement (and has been approved for a per diem) is eligible for the per diem that day.
- If a student rides to the co-op placement with an employee the student is not eligible for a per diem that day.
- A per diem will not be paid to students enrolled in the Bruce Power co-op who live less than 10 km from Kincardine District or Saugeen District High Schools. These students can be expected to meet a bus on route (Bruce Power employee bus for Bruce Power placements or a regular home-to-school bus for Military placements).
- If a student enrolled in the Bruce Power co-op lives more than 10 km from Kincardine District or Saugeen District High Schools and they drive to meet the Bruce Power bus they may be eligible for a per diem for the distance from their home to the closest high school (Kincardine District or Saugeen District). A per diem will not be paid for the distance from the closest high school to the Bruce Power placement.

**Alternate Home-to-School Bus Route**  
If a student is willing to meet a bus on route they may be permitted to ride an alternate bus route if one of the following conditions apply:

- the placement is at an elementary school and there is a suitable stop on the elementary home-to-school bus route, or
- the placement is a part of the Military program in Owen Sound. In this case, the student may be permitted to ride a home-to-school bus to St Mary's High School and will be expected to walk to/from the Armouries building.
- A student may also be permitted to ride an alternate home-to-school bus route with a suitable stop near their placement if they are willing to meet the bus on route.

Note: The distance between the student's home and their placement must be further than the minimum walking distance for secondary students.