

Transportation Information

(Modified February 2014)



Student Transportation Service Consortium of Grey-Bruce
Bluewater District School Board
Bruce Grey Catholic District School Board

799-16th Avenue,
Hanover, ON N4N 3A1

Phone: 519-364-5820

Fax: 519-364-5882

Email: transportation@bgcdsb.org or transportation@bwdsb.on.ca
www.brucegreyschoolbus.ca

General Information

Code of Conduct on School Buses

- Be ready five (5) minutes before your scheduled pickup time
- Watch for driver's signal before crossing the road
- Board quickly using the handrail and go right to your seat
- Remain in your seat until the bus stops
- No eating or drinking on the bus
- Keep the aisle clear
- Don't put anything out the window
- No shouting, fighting or horseplay
- When leaving the bus stay off the roadway
- If you must cross the road, walk ten (10) steps in front of the bus, wait for the driver's signal, look both ways, then cross the road

Transporting of Equipment on School Buses

Musical Instruments	Must be in a case, and shall be kept on the student's lap
Skates	Blades must be suitably protected with guards and shall be tied together or in an equipment bag. The skates shall be placed on the floor of the bus at the student's feet.
Hockey Equipment, Skis, Poles, Snowboards, Skateboards, etc	Sports equipment <u>may not</u> be transported on a regular school route. Students on specialized trips will be provided with directions for safe transportation of equipment.
Laser Pointers	<u>Not permitted</u> on a school bus
Animals	<u>Not permitted</u> on a school bus. (The only exception will be working dogs)
Special Equipment	The Principal will use the specialized transportation form to alert the Consortium of specialized needs (e.g. walker, wheelchair, guidedogs, etc)

Misconduct on the Bus

- Students will be reported to the principal if their behavior is causing a problem or an unsafe condition
- Principal will contact the parent/guardian to work together to solve the problem
- If the problem cannot be resolved and all options have been explored, the parent/guardian could be asked to provide alternate transportation for their child.

Parent Responsibilities

Parents are responsible for their children before they get on the bus and after they get off the bus. Safety is our shared commitment.

It is recommended that all kindergarten, special needs and grade 1 students should be met at the bus stop by a responsible person (either an adult or older student).

Changes/Cancellation of Pick up and Drop off Locations

- Let the principal know if there are changes to pick-up and/or drop-off arrangements
- All changes must be received in writing
- Changes require 72 hours notice

General Information

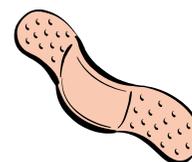
Parents/ guardians are encouraged to maintain an open communication with the school and Transportation Consortium about the unique characteristics of their child (such as behaviour concerns, seizure information, anxiety, vision/hearing impairment). If your child has a severe or life-threatening condition this information will be shared with the bus company, bus driver and bus attendants. This is in the best interest of your child especially if an emergency situation were to occur.

Driver Responsibilities

- Students will be transported from their designated pick up point to their respective schools and return to their designated drop off point.
- Parents/guardians are responsible for their child to and from the bus stop.
- It is recommended that all kindergarten and grade 1 students should be met at the bus stop by a responsible person (either an adult or older student). If a young student is normally met by a responsible person, and they are not at the bus stop when the bus arrives, the driver may not leave these young children unattended.
- Drivers are responsible for the safety of the children and must be obeyed. In case of disobedience, the driver will consult with the principal and their operator.
- Drivers are not authorized to approve changes to a student's transportation arrangements. Parents must submit any requests for changes to the principal. The principal will communicate this information to the bus company.



All school bus drivers are required to have first aid and epi pen training.



Driver Responsibilities On Specialized Bus Routes

- Students riding on a specialized bus route must be met by a responsible adult (either parent or caregiver designated by parent). The driver will not leave your child unattended or with a person unknown to them, unless they have been notified otherwise by the school.

- If a responsible person is not at the drop off location to receive the student the driver has the following options after notifying dispatch:
 - *Continue to drop off the remaining students on the run and return to the residence*

 - *Deliver the student to the emergency contact person if available and within reasonable distance.*

 - *Return the student to the school (if staff is available to receive the child)*

 - *Or As a Last Resort,* *Deliver the student to the nearest Police Services or Children's Aid Society*

- If a parent wishes for their child to be dropped off without supervision, written consent must be submitted to the principal. The principal will communicate this information to the bus company.

- Drivers receive additional training before driving on specialized bus routes.

Please Note: Drivers of specialized bus routes appreciate notice if a student on their route will be absent from school due to illness or for other reasons. Please inform the Bus Operator, they will notify the driver (see directory of companies in back of booklet).

Wheelchair Transportation

To ensure safe transportation it is important that wheelchairs are maintained in good operating condition; i.e. tires must be fully inflated, brakes operational, and wheels snugly in place. **If a wheelchair is in need of repair, transportation may be put on hold until the deficiency is corrected.**



- Parents are responsible for securing the student in the wheelchair prior to loading in the morning.
- Parents must physically assist their child to the bus and on the return trip assist their child from the vehicle into the residence.
- Bus Drivers are responsible for securing all wheelchairs, as well as any other specialized equipment, such as walkers, harnesses or trays.
- Only the Driver or authorized company personnel shall operate the wheelchair lift. Parent and school staff should not assist at this time. In order to ensure the safety of all, the Driver may request assistance in unique circumstances.

Specialized Safety Equipment on School Buses

Seat Belts, Car Seats, Safety Vests

- Car Seats and Booster seats are not required by law on a chrome yellow school bus.
- If an assessment by a qualified, licensed professional indicates that a student requires specialized seating (car seat, booster seat, safety vest or seat belt) the principal will communicate this to the Transportation Consortium.
- Students who remove their seat belts and move about the vehicle while in transit or are aggressive to other students create an unsafe condition for both student and driver.

When a student is using specialized seating:

- Parents and Bus Drivers are collectively responsible for ensuring that each student is secured before the vehicle goes into motion.
- Parents may be asked to assist with boarding in the a.m. and leaving the bus in the p.m.
- The Driver of each vehicle is responsible for ensuring that students are safe and secure while the vehicle is in motion.

School Responsibilities

- ❖ The School Bus is an extension of the classroom
- ❖ The School acts as the liaison between the parent/guardian and the Transportation Consortium/School Bus Companies

- If appropriate for safe transportation, the School Principal will inform the Consortium if students require additional attention while riding the bus, for physical, emotional or intellectual support.
- The School Principal may review the needs of a student with the driver and outline any special precautions required while the student is on route.
- Principals submit written requests for specialized transportation to the Consortium
- Request will describe the student's needs. If the student requires specialized seating, such as a car seat, booster seat, safety vest or seat belt, the principal will provide appropriate support information from a licensed practitioner to the Consortium to assist in making appropriate arrangements.
- School Staff will assist if a student requires assistance boarding or leaving the bus. Students who use a wheelchair must be secured in their chair prior to boarding the bus for the trip home.
- If a child has a written emergency or safety plan, the School Principal will ensure it is shared with the Consortium, Bus Companies and Bus Drivers
- The School Principal will ensure that updated information is forwarded to the Transportation Consortium. The Consortium will ensure that the information is communicated to the Bus Company.

September Start-Up

- Transportation planning for the next school year begins in the spring.
- Parents/guardians are required to provide the necessary information as soon as possible. Changes to transportation arrangements require 72 hours notice.
- Parents/guardians will be contacted prior to the week before school to advise them of their pickup and drop-off times. Parents may also contact the bus company, school or the Student Transportation Consortium to confirm that service has been arranged.

Emergency Information

- It is the parents' responsibility to keep the school up to date on any changes to your child's medical health.
 - Also, it is critical that phone numbers for parents/guardians and emergency contacts be accurate at all times throughout the year.

Inclement Weather

- Bus cancellations and school closure notifications are found on-line at www.brucegreyschoolbus.ca. Click on the link titled "Bus Cancellation Website". Messages are also announced on many local radio stations
- If buses are not cancelled, your bus operator should call if the bus will be more than 15-20 minutes late.
- Parents have the right to keep their child at home if they are concerned about inclement weather
- Note: If the morning bus routes were cancelled buses do not operate in the afternoon

Radio Stations

CKNX Radio (AM920)	www.am920.ca
The One (FM 101.7)	www.1017theone.ca
The Bull (FM 94.5)	www.945thebull.ca
CFOS (AM 560)	www.radioowensound.com
Mix 106 (FM 106.5)	www.radioowensound.com
Country 93 (FM 93.7)	www.radioowensound.com
The Beach (FM 97.9)	www.98thebeach.ca
MyFM - formerly The Coast (FM 95.5)	www.myfmradio.ca/955/
Peak FM (FM 95.1)	www.thepeakfm.com
Bluewater Radio (FM 91.3)	www.bluewaterradio.ca

Bus Operators

Bus Company	Phone #
First Student - Dundalk	519-923-2513
First Student - Kincardine	519-396-2266
First Student - Owen Sound	519-376-5712
Graham Driving Service	519-379-2988
Green Transportation	519-396-4122
Hewgill Bus Lines	519-599-6217
Kunkel Bus Lines	519-364-2530
Martin's School Bus Transit	519-371-2666
Montgomery Bus Lines	519-528-2813
Redline Taxi	519-376-5050
Ross Young Bus Lines	519-368-7712
TJ Taxi	519-531-0910
Wathke Bus Lines	519-363-2105