

Title : Responsibility of STSBHN	Procedure # : 008	Effective : Nov 5, 2010
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Statement	<p>Pursuant to the <i>Education Act</i>, R.S.O. 1990, School Boards may provide transportation services for their students.</p> <p>With the goal of constantly improving their efficiency, the GEDSB, BHCNDSB, and CSDCCS have partnered in a consortium which has adopted procedures pertaining to student transportation.</p> <p>Transportation is organized and managed by STSBHN.</p>
Procedures of the STSBHN	<p>STSBHN is committed to:</p> <ol style="list-style-type: none"> 1. Providing safe and efficient transportation services, in a reasonable period of time for students, travelling to and from school. 2. Providing specialized transportation services for students who cannot access regular transportation due to a physical, emotional or physiological disability, for other medical reasons, as well as for students identified as "exceptional" students. 3. Handling complaints, and requests for information or changes, on an individual basis, in accordance with the policies and procedures of STSBHN and its member boards. 4. Delivering effective and efficient transportation solutions to programs assigned to it from its member boards.
Responsibilities	<p>STSBHN is responsible for:</p> <ol style="list-style-type: none"> 1. Planning safe transportation routes in accordance with the policies and procedures of STSBHN. 2. Informing schools and school bus operators, via the online portal, about the routes and pick-up and drop-off times for each route.

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<p>Responsibilities... Continued</p>	<ol style="list-style-type: none"> 3. Informing parents, via the portal or by other means when necessary, about the pick-up and drop-off times for their child(ren). 4. Optimizing bus routes without endangering students' safety and well-being. 5. Planning efficient bus routes taking into account the following factors: safety, travel time, the number of passengers on the bus, the bus size and the number of buses per school 6. Planning efficient routes using the most economical and logical trip to and from school on public access roads or highways. 7. Receiving and assessing transportation requests from schools or directly from parents when schools are not operating. 8. Planning new routes and informing parents, bus operators, and the schools accordingly. 9. Receiving and assessing suggestions from bus drivers through the operator's office staff regarding possible changes to the planned routes. Notification to parents, bus operator, and schools will be made as necessary and when the changes are approved; the method of notification delivered by, or on behalf of, STSBHN staff will vary depending on the impact and scope of the change. <p>STSBHN must:</p> <ol style="list-style-type: none"> 1. Manage and update bus transportation services on a daily basis. 2. Remain in regular contact with bus operators and school principals to ensure the safe and efficient management of school transportation services. 3. Be available to answer questions and concerns from all
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Responsibilities... continued	<p>stakeholders in order to inform them about policies, procedures, safety measures, etc.</p> <ol style="list-style-type: none"> 4. Support school principals and bus drivers in maintaining discipline on the bus. 5. Set up and organize safety campaigns to raise awareness and improve the behaviour of students before, while and after they travel on a school bus. 6. Conduct inspections and assessment activities pertaining to bus transportation services, in order to ensure that bus operators are complying with the STSBHN's policies and procedures as well as other contractual obligations.
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