

<b>Administrative Procedures Manual</b>	<b>Administrative Procedure 551</b>
	<b>Optional User Pay Student Transportation</b>
Page 1 of 1	APPROVED: September 2013 AMENDED/REVIEWED: August 2016, September 2019, January 2020
LEGAL REFERENCE:	Section 11, 52, 53, 59, 59.1, 222 Education Act Traffic Safety Act Commercial Vehicle Safety Regulation 121/2009 Student Transportation Regulation 96/2019; Use of Highway and Rules of the Road Regulation 304/2002 Vehicle Equipment Regulation 122/2009

## Background

Optional transportation service may be provided on a fee-for-service basis to a resident student of the Division who resides within 2.4 km from the school that the student has been directed to attend, or for students accessing programs or schools of choice.

Current programs of choice that may utilize optional user pay transportation include Christian, Academy, and Montessori.

## Procedures

1. Any decision regarding the provision of optional user pay student transportation shall be made on a case-by-case basis, taking into account:
  - 1.1 Additional mileage required,
  - 1.2 Space available on the bus,
  - 1.3 Cost to the Division to offer the service, and
  - 1.4 Impact on the existing route.
2. The fee for this service will be established annually as part of the Division's budget process.
3. The Transportation Coordinator will be responsible for the collection and administration of the fees collected.
4. All transportation staff members who are required to collect any fees will be bonded by the jurisdiction.