

COLD WEATHER POLICY

Buses will be cancelled during extreme weather and unsafe road conditions. Normally, when the temperature drops below -30°C, as reported on Edmonton radio stations at 6:00 a.m., buses will be cancelled, **for both the morning and afternoon routes.** Our buses are widespread and weather conditions vary in different areas, therefore individual routes may be cancelled while other routes may run. When a route is cancelled the driver must activate the phone tree, ensuring all parents are notified of the cancellation.

► **Schools will remain open.** ◀

CASUAL RIDERS

Casual riders are those students who require busing (along designated routes) who *are not* part of the ESCE busing system and do not use the bus more than 5 times per month. This service is intended for students going to birthday parties and occasional visits to friend's homes.

- All Elementary and Junior High students require a permission slip signed by their parent/guardian. These must be given to the bus driver **before** boarding the bus.
- Routes will not be modified to accommodate casual/temporary riders. Bus drivers are not authorized to make route changes.
- A **\$3.00** charge is in place for each casual ride.

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For further information about transportation throughout the Edmonton area, please contact the Transportation Coordinator:

Phone: 780-408-7923

Fax: 780-454-0261

Email: edithhoutstra@edmchristian.net

Updated—January 2012



The Edmonton Society for Christian Education

TRANSPORTATION SERVICES

2012 ~ 2013



IMPORTANT INFORMATION & CONDITIONS OF SERVICE

The Edmonton Society for Christian Education (ESCE) makes every effort to ensure that students are provided with safe, appropriate, and efficient transportation.

EDMONTON TRANSIT SYSTEM

Edmonton Transit is the preferred means of student transportation. All students registered in Edmonton Christian School are entitled to purchase an Edmonton Transit pass at a reduced price, at the school they attend. Edmonton Transit route and schedule information is available by calling Transit Information at 496-1611 or at www.gov.edmonton.ab.ca/transit.

Public transit is considered to provide an acceptable level of service if a one-way trip does not exceed the following:

- Elementary (K-6): 40 minutes and 0 transfers (provided the child is accompanied by a responsible care-giver)
- Junior High (7-9): 60 minutes and 1 transfer.
- Senior High (10-12): 60 minutes and 2 transfers.

YELLOW BUS TRANSPORTATION

The ESCE provides yellow school bus service for elementary, junior high and senior high students, where Edmonton Transit is not available or adequate. ESCE owns and operates its own bus service under the direction of the Executive Director and the Transportation Committee. The Transportation Committee is responsible for administering the service, and designing the bus routes according to the following criteria:

- A. Most eligible are rural families where there is no public transit;
- B. The next most eligible are those where public transit is not acceptable;
- C. Lastly, those with acceptable public transit service.

APPLICATION PROCESS:

All applications must be received by **April 15** of each year to be eligible for bus service on opening day .

- Routes will be designed in July, based on the criteria provided on the Transportation Fee Schedule
- Parents will be notified in writing of the decision by August 1 as to whether or not they are approved for bus service

RESPONSIBILITIES

Parents:

Parents are responsible for the safety of their children until they board the yellow school bus at the designated pick-up point, and after the bus drops them off at the designated drop-off point. If the child has an acting guardian, such as a babysitter or day-care, the parents must advise them of this responsibility.

Parents must inform the bus driver when their child will be absent from the bus.

Parents must ensure that their children:

- Know how to get to and from the bus stop safely and, if required, assist children to and from the stop.
- Have a place to go, or a person to contact, if the bus does not arrive.
- Are dressed appropriately, especially during cold weather.
- Understand the requirements for student behaviour and conduct as outlined in the School Bus Safety rules.
- Understand that the bus will leave its stop at the scheduled time.

PLEASE NOTIFY THE TRANSPORTATION COORDINATOR IMMEDIATELY WHEN BUS SERVICE IS NO LONGER REQUIRED, FOR ANY REASON.

Students are responsible for:

- Getting to the bus stop five minutes prior to the scheduled time
- Obeying the School Bus Safety Rules (see below)

SCHOOL BUS SAFETY RULES:

Student Behaviour and Discipline

For safety reasons, students are responsible for acceptable behaviour and conduct while riding the bus.

In order to keep the ride to and from school safe for everyone, we expect students to behave in a Christian manner, showing responsible and respectful behavior.

Suspension or expulsion could result if a student demonstrates unacceptable behaviour that threatens the safety of themselves or other students, or willful disobedience to authority. The Executive Director of the Society and the Principal of each school have final responsibility for discipline on the bus.

Expected Bus Rider Behavior:

Be courteous:

- Be respectful of the bus driver
- Follow the bus driver's directions as soon as they are issued.
- Always share seats with others.
- Speak quietly at all times.
- Do not use vulgar language or swear.
- Do not speak in a way that teases, hurts or harasses others.
- Keep the bus clean.
- Do not use perfumes, lotions, hair-sprays, nail polish, etc. while on the bus.
- Do not eat or drink on the bus without the permission of the driver.
- No unauthorized use of a cellular telephone is permitted.

Be safe:

- Remain well back from the curb until the bus has stopped and the door has opened.
- Be seated and face the front of the bus at all times.
- Keep hands, head and feet inside the bus
- Do not throw objects on the bus or out of the bus.
- Do not board the bus without the bus driver being present.
- Use the emergency exit only in case of an emergency.
- Do not cross in front of the bus in the city.



Obey the law:

- Do nothing to threaten the safety of others on or off the bus.
- Do not vandalize the bus or anyone else's personal property.
- Do not hit, punch, kick or physically assault another student.
- Do not have possession of anything that can be perceived as a weapon.
- Do not use matches or lighters.
- Do not have any illegal substance including drugs and alcohol.

Method of Discipline:

- Verbal warning – bus driver will note the warning.
- Assigned seat – bus driver will note misbehavior.
- Written misbehaviour notice to the Principal outlining misbehavior and steps taken – the Principal will take appropriate action depending on the situation (and may involve parents). The Principal will return a note to the driver to inform the driver of action taken.
- Written Suspension Notice – results in immediate suspension from the bus until the situation is resolved – a copy goes to the parents, Principal and Executive Director. The student will not be allowed to return until a satisfactory resolution has been agreed to and acknowledged by the parents.

Consequences of Misbehavior Notice

- Suspension from the bus.
- Expulsion from the bus.
- Consequences as arranged.
- In severe situations, the police will be contacted.

Bus drivers maintain order and discipline on the bus in accordance with the guidelines provided by ESCE. Any concerns regarding your child's transportation should first be directed to the Assistant Principal, then to the Principal and then to the Executive Director.

With respect to Public Transit buses, inappropriate behaviour may result in bus pass confiscation and may be dealt with in accordance with city bylaws.

In the provision of school bus transportation the number one priority is safety of students. The ESCE ensures that school buses are maintained to the highest standard, that our schools have access to safety education programs, and that bus drivers have cellular phones to be used in case of emergencies.

Drivers are responsible for:

- Driving safely and being on time.
- Discipline in accordance with the Bus Safety Rules.
- Notifying parents of unexpected changes in the bus schedule or cancellation of the bus.

The school bus may be late or cancelled during adverse weather conditions. If the school bus does not arrive twenty minutes after the scheduled pick-up time, make alternate arrangements to get your child to school. If it becomes necessary to cancel the operation of the buses due to inclement weather, each family will receive a phone call accordingly.

