



## RED RIVER VALLEY SCHOOL DIVISION DIVISION SCOLAIRE VALLÉE de la RIVIÈRE-ROUGE

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March, 2013

To all Parent/Guardians of Transported Students in Red River Valley School Division:

The safety of our students is of paramount importance to the Board of Trustees. It is listed as one of their priorities on their Strategic plan. Ensuring safety includes not only safety in our schools, but also safety on our school buses.

In order to ensure that we are able to provide the safest possible transportation for students, the Board of Trustees passed Policy F.3 – Designated Stop at their regularly scheduled meeting on February 19, 2013. A copy of this policy is enclosed. Please read it over very carefully.

You may wonder how this will impact you and your family. If the school bus currently picks up your child(ren) and drops off your child(ren) at one location in the morning and afternoon, every day of the week, it won't impact you at all. If you have a need for the bus to pick up at one location and drop off at another on some or all school days, you will need to fill in the enclosed form to request that the Transportation Department consider an additional stop for your child(ren).

Effective September 2013, all students who are eligible for transportation will have one designated stop. Any previously approved transportation plans or accommodations will stop at the end of the 2012/2013 school year. **We have provided this information to you now in order to ensure that you have adequate time to plan for this change and/or make application to the Transportation Department for an additional stop.** In order to add a stop to the transportation plan for your child(ren), the enclosed form will need to be completed and the stop approved by the Transportation Supervisor.

If you have any questions about the process please call 204-746-2317 and speak with Mr. Darren Cameron (ext. 229) or Ms. Cathy Schindel (ext. 230). Requests from families with students who are currently being transported by RRVSD must be received by the Division no later than Wednesday, June 15<sup>th</sup>, 2013. They can be submitted to your school or by mail or fax to the Administration Office in Morris (address and phone numbers on letterhead). Requests received after this date will not be considered for September.

Yours truly,

Pauline Lafond-Bouchard  
Superintendent & CEO

Darren Cameron  
Transportation Supervisor

## **DESIGNATED STOP**

**F.3**

### **POLICY**

The Red River Valley School Division Board of Trustees approves the transport of eligible students from one designated stop per family to and from their school every school day.

### **PROTOCOL:**

Upon enrolment into a Red River Valley School Division School, parents or guardians must declare one stop ("declared stop") at which they would like their child(ren) picked up and dropped off each school day.

In exceptional circumstances, parents/guardians may make application to the Transportation Supervisor to have one additional stop approved for their child(ren). An application for an additional stop must be accompanied by a consistent annual schedule. Once approved, the additional stop will be continued only until such time as the location changes or, in the opinion of the Transportation Department, there are significant changes to the regular schedule – at which time a new application will need to be submitted.

Deviations from the approved schedule will be allowed under emergency situations only. Excessive deviations from the approved schedule may result in the approval of the second stop being rescinded.

### **PROCEDURE:**

Criteria considered when an application for an additional stop is received includes but is not limited to:

- Distance from existing bus routes
- Simplicity of requested schedule
- Space on existing buses
- Additional time on bus routes for students

Approval of additional stop will take a minimum of two weeks. Applications must be received by the Transportation Supervisor well in advance of the anticipated second stop requirement. Until such time as the additional stop is approved, the declared stop will be the pick-up and drop-off point for the affected child(ren).

School buses are not to be used for the purposes of transportation to non-school related, regularly scheduled activities such as dance classes, music lessons, after school employment, etc. Students may occasionally ride another bus or get dropped off at a different stop for the purposes of birthday parties, play dates, etc. providing that school/divisional procedures are followed.

*Eligible students are as defined by the Public Schools Act (Manitoba): 43(1) Subject to the provisions of this Act and the regulations, in all cases where transportation of pupils is required, it shall be provided for those pupils who would have more than 1.6 kilometers to walk in order to reach school, and, further, provision for transportation from home to school shall be made regardless of distance for those pupils who are unable to walk to school because of physical or other handicaps.*

