

Cold Weather School Bus Cancellation

During the winter months, transportation services may be cancelled due to severe weather or snowstorms, adverse road conditions and/or other emergencies. Morning cancellations of buses remain in effect for the remainder of the day, including noon and after school dismissal.

School buses will be cancelled if the ambient temperature is -35 or greater (or windchill is -45) based on a reading taken by Environment Canada at 6:00 a.m. at The Forks.

On cold weather mornings, please follow Facebook (@sjasd.transportation), Instagram (@sjasd.transportation) and/or Twitter (@sjasdbus) for any announcements regarding possible bus cancellations in our Division. The parents of transported students will receive a School Messenger notification (automated phone message) in the event of a cancellation. Parents will also receive a School Messenger notification in the event of significant delays (more than 10 minutes late). Updates regarding bus cancellations will also be posted on our Division website at www.sjasd.ca at the top of our home page.

During inclement weather, the safety of our students and staff is of the utmost importance. Our decision to keep schools open and/or bus services running is decided in affiliation with our Metro School Divisions and is based on a number of factors.

On any given school day, when the conditions are not favourable due to extreme weather conditions, parents have the option to keep their children at home. The education of our students is a priority but we also want all of our students to be safe at all times. In some circumstances, we recognize there is a need to keep our schools open for those students who are able to make it safely to school and to uphold normal routines for the families in our communities. On storm/snow days, we appreciate the flexibility our staff demonstrates, adjusting their classes accordingly based on the number of students in attendance in each school. We ask parents to always call or email the school if your child is unable to make it to school to ensure we are aware of all absences in the building.

School Bus Safety

To make school bus ridership as safe as possible, all students are required to participate in a School Bus Ridership Safety program twice a year. The program includes emergency bus evacuation drills.



School Bus Rules in SJASD

- 1) Arrive at your pick up location five minutes before scheduled pick up time.
 - 2) Sit facing the front of the bus, with legs/bags out of the aisles and remain in your seat until you arrive.
 - 3) Do not distract the driver and keep the noise level down; e.g. no yelling, use of profanity or throwing objects.
 - 4) No eating or drinking on the bus.
 - 5) Opening and closing of windows is permitted by the bus driver only.
 - 6) Keep your arms, hands and head inside the bus.
 - 7) Keep your hands to yourself. Do not leave garbage on the bus. Be respectful to others.
 - 8) Do not damage the bus, interior or exterior
 - 9) No smoking on the bus
 - 10) When the bus arrives at the destination, remain in your seat until it is your turn to exit the bus.
 - 11) Adhere to departure times at your school
 - 12) Skates, skateboards, etc. must be enclosed in a cloth bag.
- The bus driver and principal are responsible for determining which items can be brought on the bus.

Following these rules will ensure a safe and pleasant ride for everyone on board. Thank you for your cooperation.

St. James-Assiniboia School Division Transportation



Bus Policies and Procedures



St. James-Assiniboia School Division
Great Schools for Growing and Learning
www.sjasd.ca

Introduction

St. James-Assiniboia School Division believes student transportation services are a key component to helping provide equitable access to education for all students in our community. A comprehensive explanation of our transportation procedures can be found in our policy manual online. Please refer to Policy EEAA and Policy EBCD.

Eligibility

As part of the Manitoba Public Schools Act, all Kindergarten to Grade 6 students who live more than 1.6 kilometres away from their neighbourhood (catchment) school qualify for transportation at no cost to the family. In addition, the following pertains specifically to SJASD policy:

- 1) Students with exceptional learning and/or physical needs will be provided with transportation at no cost to their catchment school as per individualized education plan.
- 2) Kindergarten to Grade 12 students residing in the R.M. of Headingley or Brooklands area are eligible for transportation to their catchment school if the walking distance from their home to the school is greater than 1.6 kilometre (as per policy).

Non-Eligible Students

Purchase seat applications will be offered online in the fall of the school year once availability is determined.

A link will be sent out by the school.

Parents must re-apply for a purchase seat each school year.



Fees

Fees for purchase seats are listed below for the 2022-23 school year.

- \$52.00 per month for the first child
- \$26.00 per month for each additional child

If your application is approved, payment will be prorated to reflect the transportation start date. Payment options will be discussed once an application has been approved.

Cancellation of Bus Service

If you are moving out of the Division, closer to your school, or have obtained space in a local daycare facility and no longer require transportation services, please provide your school with 10 days notice in order to cancel bus service.

If the bus is cancelled by St. James-Assiniboia School Division, a prorated refund will be made.

Please note: 10 days notice prior to the end of the month is required to update or change banking information.

Procedures

All students, regardless of eligibility, are required to submit a Division application form for transportation services. This form is available in your school registration package.

If at any point throughout the school year, the information on the application changes, please contact your school. Changes can take up to 2 weeks.

Note: If parents indicate on the application that they wish to receive their child at the pick up/drop off location and are not present when the bus arrives, the student will be transported back to the school and the parents will be contacted.

Community Stops

The community stop you will be given is the closest stop to your home or transportable address. For rural (outside perimeter highway) students, minimal changes will be made to stops in the Headingley area. For exceptional needs students, stops will remain door to door as per the students' Personal Transportation Plan.

Financial Hardship

Fees may be waived, pending availability, in cases of family financial hardship by the Chief Superintendent. Combined Family Income Tax verification must accompany the application.

Contact

For parents/guardians who have any questions related to transportation services, please contact your child's school. For more information, please visit our Transportation website at www.sjasd.ca, listed under Parents and Community.

Ridership Guidelines

St. James-Assiniboia School Division is responsible for the safety of students using bus transportation from the pick up location to the school, as well as the drop-off location to the home route. Please note the following rules:

- 1) Transported students will be picked up and dropped off at a designated stop each day.
- 2) Students must be at their designated stop five minutes prior to the pick-up time.
- 3) Students are permitted to ride only their assigned buses.
- 4) Students other than those approved for regular transportation are not permitted to ride the school buses.
- 5) Transported students living in Headingley must have two additional contacts listed in the event of an emergency bus cancellation.

Parents or guardians are responsible for ensuring the safety of students to and from the school bus pick-up and drop-off locations.