



# St. James–Assiniboia School Division

*Great Schools for Growing and Learning*

**Jenness Moffatt**  
Superintendent / Chief Executive Officer

**Kimberley Kummén**  
Secretary-Treasurer / Chief Financial Officer

Dear Parents/Guardians,

## **RE: Transportation for the 2025-26 School Year**

### **Purchase Seats**

Please note that at this time there will be no purchase seats for the 2025-26 school year.

- Your catchment school will update you after November 1, 2025 if an opportunity to apply for purchase seats becomes available, based on individual routes.

### **Applications for Transportation**

- New bussed students and current bussed students transitioning to a new level/school must fill out the transportation form on the 2025-26 student registration form.
- Students who are currently on the bus in 2024-25 do not need to reapply for transportation on the 2025-26 registration form unless they are transitioning to a new school (ex. early to middle years, or middle to senior years).
  - Please notify your school office as soon as possible if there are changes to your bussing information for the new school year. Changes may take up to two weeks to come into effect.
- If your home address is not eligible for transportation but your daycare address is eligible, a fee for transportation will be applied.

### **To Be Met Designations**

If you have chosen a “To Be Met” designation, please note that the below “To Be Met” guidelines are for the safety of our students.

- Your child must have an adult meet the child at the doors of the bus and identify themselves to the driver (this should be the same person on a daily basis). If the child is being picked up by another adult, the school principal must be notified in writing before the child will be released. The adult picking up the student must provide ID to the driver as well. Give at least 2 days notice when submitting the request. Emergency circumstances can be a verbal notice to the school, who will then notify Transportation of the situation.
- The bus driver will not be taking verbal or written requests from parents.
- If the child is not met at the bus doors, they will be returned to the school.
- If you would like the “To Be Met” designation removed, please contact your school for the deletion paperwork.

Thank you for your continued cooperation.