

# YEARLY REGISTRATION FOR BUSING OF STUDENTS

## REQUEST FOR BUS TRANSPORTATION AND ELIGIBILITY CRITERIA

In keeping with The Board of Education policy, the School District provides transportation of students to and from their catchment school. The Registration form must be filled out completely and submitted to the School Board Office by June 29, 2012.

Once registrations are received we will determine eligible riders in accordance with new walk limits (outlined below) and by Board Policy (as outlined below).

### **Walk Limits:**

All Elementary ages:           1.6 kilometer walk limit  
All Secondary ages:           4.0 kilometer walk limit

### **Board Policy:**

6000MR1

#1(a)

Catchment area child means a person:

- of school age, and
- resident in the catchment of the school

#1(e)

Non catchment area child means a person

- of school age, and
- resident in the school district, and
- not resident in the catchment of the school

#12(a)

Students who transfer to a school outside their catchment area are not entitled to bus transportation or transportation allowance.

### **Bus Pass**

The School District will notify all riders once schedules have been prepared. **All students** will be issued a bus pass that must be presented to the bus driver each day.

### **Eligible Riders**

Access to school bus service is provided to eligible riders in accordance with Board Policy (excerpts shown above). Eligible riders are defined as students residing within their school catchment area and whose homes are situated beyond the designated walk limits (shown above). Eligible riders will be required to walk to the nearest bus stop for pick-up.

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### **Ineligible Riders**

Ineligible riders are students residing within their school catchment area and whose homes are situated within the designated walk limits, or students who reside outside of that school's catchment area who attend non-catchment schools.

Access to school bus service by ineligible riders is limited and is subject to the following:

- Seats will be provided only where there is sufficient room on the bus after accommodating eligible riders.
- Riders will be required to walk to the closest bus stop.
- The school district will not create new bus stops for pick up or drop off for ineligible riders

Pick up of ineligible riders will be along bus routes already established to pick up eligible riders, and only where there is capacity available on the bus. Priority of ineligible riders will be as follows:

- First priority will be for those students who live furthest away from their attending school
- Second priority will be for those whose siblings have been granted ridership privileges, provided that the pickup and final destination are the same.
- Third priority will be granted to the youngest student if all other factors are equal.
- If the school district provided transportation to a non eligible student in one school year, transportation is not guaranteed to that student the following school year. At the start of each school year, new students who are considered eligible riders may take precedent over those who are ineligible if the bus is at capacity.

### **Registration Form**

In order to determine eligible riders, we ask that the registration form be filled out as indicated below:

- The form has three (3) locations for student's names and school they are attending.
- If you have more than three (3) children requiring busing, please print out an additional copy and add the extra names to it.
- Please be sure to include your physical (home) address along with your mailing address (if different)
- Please sign and date the form once completed.

The Registration Form, once completed, may be dropped off at any school office within School District #71 (Comox Valley), or forwarded (by mail or in person) to:

Bus Registration

School District #71 (Comox Valley)

607 Cumberland Road,

Courtenay, B.C. V9N 7G5