

**JAMES BAY LOWLANDS
SECONDARY SCHOOL BOARD**

**ADMINISTRATIVE PROCEDURE
GENERAL ADMINISTRATION: NO. 146**

Effective	June 26, 2023
Last Revised	June 29, 2023

STUDENT TRANSPORTATION

Purpose:

The James Bay Lowlands Secondary School Board is committed to providing eligible students with transportation that is safe and efficient.

The Board recognizes that providing transportation services for its students is necessary to ensure equality of access to the Board's school and programs. The Board will provide safe and reliable transportation, within the financial resources available, for eligible students within the jurisdiction of the Board.

The transportation of students requires the use of sound equipment in accordance with Ministry of Transportation guidelines. In the case of contracted services, the contractor is responsible as per the terms of the contract.

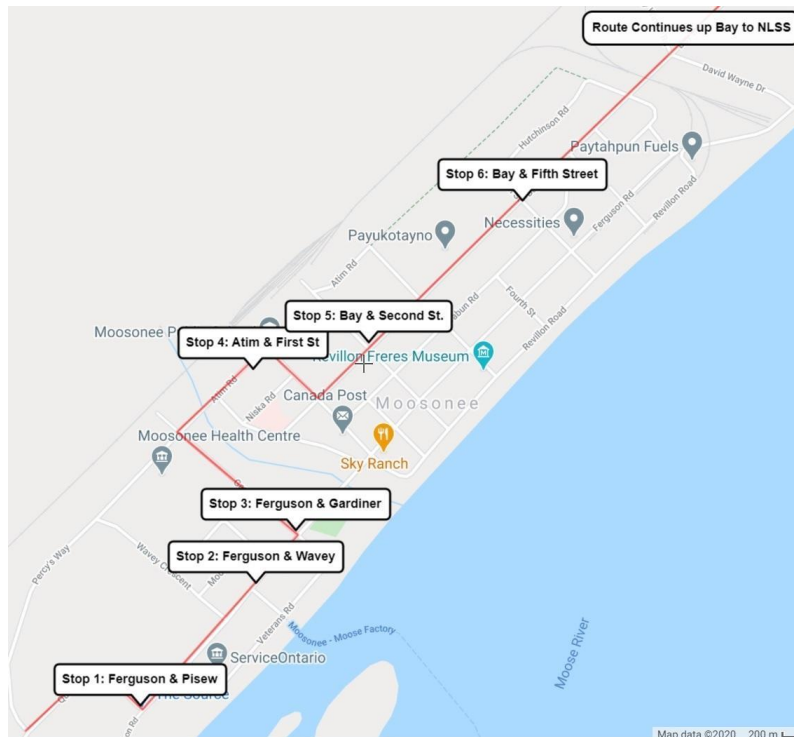
- a) Cancellation of services or rescheduling of service due to early closing of the school, shall be the responsibility of the principal, in consultation with the Director of Education or their designate. The principal or designate will take the necessary action to notify the appropriate contractors, when practical, of the cancellation or rescheduling of service.
- b) In case of cancellation or delay of an individual route due to adverse local conditions, the contractor will notify the principal, which will then notify the school community.
- c) In cases where early closing is prompted by deteriorating weather conditions or plant failure, it will be the responsibility of the principal, service contractor, and arrangements with the safety of students being the first thing considered.

Procedure:

Moosonee Bus Transportation:

Students enrolled in the Northern Lights Secondary School who reside more than 1.6 kilometers (beyond Fifth St.) from the school qualify for daily bus transportation. Bus transportation will begin 25 minutes prior to the start of school, and make stops throughout Moosonee. Upon 3:25pm dismissal, the bus will drop off students on a return run following the same route.

See route:



Moose Factory Student Transportation:

Eligible students residing off-reserve in Moose Factory will be transported daily to and from Northern Lights Secondary School by boat when the river is accessible, by helicopter during freeze-up and break-up seasons, and by van when accessible by ice road. Generally, the seasonal breakdown of transportation is as follows:

- August to mid-October: boat
- Mid-October to December break: helicopter
- January to March Break: van on the winter ice-road
- March Break to May: helicopter
- May to June: boat

Due to seasonal variation and local conditions, adjustments to the timing and service provided will vary. The school will communicate any updates from service providers to the school community.

Note on Winter Roads: Permission shall not be granted for a student transportation vehicle to travel on the frozen surface of any lake or river unless it is a winter road that has been declared officially open for vehicle traffic by the appropriate Winter Road Authority and the road is capable of supporting the weight of the student transportation vehicle.

Student Safety and Conduct

The Board considers the safety of students to be of paramount importance and will take all reasonable precautions to ensure that transportation service is provided in as safe a manner as is economically feasible.

The Board considers that transportation is a privilege and not a right. Breaches of conduct detrimental to the safe operation of any mode of student transportation or to other students will not be tolerated.

The driver/operator of student transportation is, by law, in charge of the safe operation of the vehicle and the safety and welfare of all students.

- Students shall obey the driver, and be respectful at all times.
- If the driver/operator/pilot assigns specific seats to students, they shall obey those instructions and sit in the designated seat.
- Students are to refrain from bringing tobacco, alcohol, or any illegal drugs on any school transportation vehicle, as well as using tobacco, smoking, or vaping while on school transportation.
- Students who cause willful damage to the vehicles used to provide student transportation will be responsible for full restitution and may have criminal charges brought against them as a result of such willful damage.
- Students shall not litter the vehicles used to provide student transportation nor throw any article or debris within or out of vehicles used to provide student transportation.
- The use of profane or improper language and gestures is prohibited.
- If students skip school for part of the day, school transportation may be revoked.

Use of Board-Owned Vehicles

In certain situations, the school may consider it appropriate to use a Board-owned, school purpose automobile to service a route or route extension based on the following guidelines:

- a) students are eligible for transportation and the use of a regular school bus is considered to be inappropriate because of road conditions, inadequate turn-arounds, number of students involved, or the effect of an extension on the operation of the original route to accommodate students with special needs.
- b) Special events outside the regular transportation schedule deem it necessary to transport students to and from the school, such as Cooperative Education, Dual Credit, or outdoor education.

REFERENCE DOCUMENTS**Legal:**

Education Act, paragraphs 169.1 (1) Duties and Powers of Boards: Promote student well-being; ensure effective stewardship of the Board's resources

Education Act, section 190 Transportation of Pupils

Public Vehicles Act

Federal Department of Transportation Rules and Regulations

Transport Canada—Canadian Aviation Regulations

Board:

Board Policy GOV-01 Values, Vision, and Mission

Board Policy GOV-02 Role of the Corporate Board

Board Policy GOV-03 Role of the Supervisory Officer

Board Policy GOV-13 Equity and Inclusion

Board Policy GOV-15 Accessibility Standards

Board Policy GOV-20 Safe School Environment

Board Policy GOV-21 Appeals and Hearings Regarding Student Discipline

Board Policy GOV-34 Board Liability Insurance

Board Policy GOV-36 Board Use of Non-Owned Vehicles

Board Policy GOV-37 Security, Property Damage, Theft, Break-in

Administrative Procedure 140 Temporary School Closing

Administrative Procedure 110 Alcohol and Illegal Drugs on Board Property

Administrative Procedure 143 Student Accidents and Illness

Administrative Procedure 205 Land Based Learning

Administrative Procedure 206 School Excursions

Administrative Procedure 319 Anaphylaxis

Administrative Procedure 320 Supporting Students with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, and/or Epilepsy)

Administrative Procedure 379 Progressive Discipline

Administrative Procedure 381 Student Suspension

Administrative Procedure 385 Violence Free School