



BUS TRANSPORTATION POLICY			
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Policy Type:	511 - Student	Initially Approved:	2018
Last Revised:	2018	Review Scheduled:	2023

Rationale

Field trips and excursions have positive educational value and care must be taken to ensure that trips or excursions are organized in a manner that ensures the protection and safety of students when transportation away from the school is necessary.

The Ministry of Education requires that all independent schools have policies pertaining to the transportation of students.

Policy

The MMSS supports the provision of transporting students to and from school given that a school has the resources to provide safe, reliable and fiscally manageable transportation.

The MMSS encourages schools to provide bus transportation as the preferred means of transporting students for fieldtrips. Other options are acceptable provided they are safe, reliable and fiscally manageable.

Regulation

A. For Transportation in Regard to School Field Trips

1. Meadow Montessori may arrange transportation for students for school fieldtrips. The local school will be expected to provide safe and reliable transportation and will be responsible for:
 - maintenance and safety inspection of all buses (if the buses are owned by the school)
 - ensuring that parents have completed the fieldtrip approval form.
 - addressing parental questions about the transportation of students

2. The Principal and/or teacher shall strive to make transportation safe for all students by
 - providing an orientation on transportation procedures and safety for all students using a bus.

- providing adequate supervision for the loading and unloading of buses.
 - disciplining students who misbehave while on bus.
 - co-operating with the bus driver in conducting at least one school bus evacuation drill per grade per year.
3. Students are expected to behave in a responsible manner while waiting for the bus, during loading or unloading, and while the bus is on route. Students are responsible to the teacher and/or principal for their behaviour. Students are to promptly obey the bus driver's directions.
 4. Bus drivers and teachers are in charge of the students at all times that they are on the bus and are responsible for the safety and welfare of these students.
 - A teacher is to address any concerns of improper conduct on the part of the student.
 5. The teacher will carry with them a list including student names, addresses, parent emergency phone numbers, and any necessary medical information.
 6. Dangerous articles, such as (but not limited to) flammable substances, snowboards, skis, or skateboards, may not be transported on a bus. Loose items, such as (but not limited to) baseballs, skates, or marbles, must be securely contained within an athletic bag or a book bag.

B. In Case of Emergency while travelling on the bus

1. Teacher is to contact emergency services as required.
2. Teacher is to contact the school informing the Principal of the emergency.