



STUDENT TRANSPORTATION

Background

Holy Spirit Roman Catholic Separate School Division will provide transportation for students who are entitled to transportation under the *Education Act*, or who are designated by the division to attend a specific school or program. Specifically, transportation services will be provided in the following areas:

- From residential areas within the City of Lethbridge and Ward 2 (Mountain Meadows, Coalhurst, Raymond, Stirling and area);
- Transportation of high school students from Wards 1 and 3 to Catholic Central High School (Campus East) in Lethbridge.
- Transportation of elementary and junior high school students from Ward 1 (Coaldale and area) and Ward 3 (Picture Butte and area) to St. Francis Junior High School and École St. Mary in Lethbridge for the purposes of French Immersion Programming only;
- Transportation within Ward 1 (Coaldale and area), Ward 3 (Picture Butte and area), Ward 4 (Pincher Creek and area), and Ward 5 (Taber, Bow Island and area) are contracted with the Public Boards operating in those Wards.

Alberta Education provides funding for elementary students who live 1.6 km away from their designated school and junior high and high school students who live 2.0 km away from their designated school. Students who are not subsidized by Alberta Education for bus transportation may be required to pay a user fee to recover the cost of the transportation program in excess of the transportation grant provided by the province.

Students may be admitted to any school outside their attendance area in accordance with *Administrative Procedure 302: School Attendance Areas*.

When a student is admitted into a school outside of his/her designated attendance area, the parent will be responsible for transportation.

Procedures

1. Transportation will be provided to designated schools in accordance with the following:
 - 1.1 Within the City of Lethbridge
 - 1.1.1 Transportation will be provided at no cost:
 - 1.1.1.1 To elementary school students living 1.6 km and to junior high and high school students living 2.0 km or farther from their designated school as calculated by driving routes determined by Alberta Education approved software;

- 1.1.1.2 To all elementary French Immersion students living 1.6 km and to all junior high and high school students living 2.0 km away or farther from their designated schools, i.e., École St. Mary, St. Francis and Catholic Central High School (Campus East);
- 1.1.1.3 If the school nearest the student's residence is declared "full" by the Superintendent, students will be directed to another designated school where transportation is provided; and
- 1.1.1.4 To all Catholic Central High School students requiring transportation between campuses for programming and timetable needs. NOTE: Unless specific programming is unavailable at a campus, students should expect to attend the campus within their boundary.
- 1.1.2 Transportation will be provided, for a *user fee*:
 - 1.1.2.1 To K – 6 students attending Father Leonard Van Tighem School for the purposes of attending after-school child care at Children of St. Martha School providing space is available on existing routes.
- 1.1.3 Transportation to a School of Choice
 - 1.1.3.1 Requests received in writing for transportation to a school of choice will be reviewed on a yearly basis if there is room for the student on existing routes.
 - 1.1.3.2 As a school of choice, St. Patrick Fine Arts Elementary students who live outside the attendance boundary of St. Patrick Fine Arts Elementary will be transported on existing routes;
 - 1.1.3.3 As a school of choice, students requiring transportation to St. Francis Junior High for fine arts programming will be permitted to access bussing under the following guidelines
 - 1.1.3.3.1 The student currently lives in the Father Leonard Van Tighem Junior High attendance zone (west of the river); AND
 - 1.1.3.3.2 The student attended St. Patrick Fine Arts Elementary in grade 6 in the prior school year
- 1.1.4 Bussing services will be provided to school at the beginning of the school day and from school at the end of the school day to the student's Alberta Education registered address.
- 1.2 Within Rural Areas:

Note: For rural purposes, an eligible student is defined as a Catholic resident student living in a formed area.

 - 1.2.1 Within the Raymond / Stirling areas (at no cost):

Eligible students will be able to obtain transportation services to École St. Mary, St. Francis Junior High School and Catholic Central High School (Campus East) in Lethbridge.
 - 1.2.2 Within the Picture Butte area (at no cost);

Eligible students will be able to obtain transportation services to

St. Catherine School provided they are 1.6 km for elementary and 2.0 km for junior high. Transportation will be provided to École St. Mary and St. Francis Junior High School for French Immersion programming only; and to Catholic Central High School (Campus East) for high school programming.

1.2.3 Within the Taber area (at no cost):

Bussing will be maintained as long as safety concerns exist with respect to the safe crossing of Highway #3 within the town of Taber for transporting students to St. Mary School and St. Patrick School in Taber.

1.2.4 Within the Coaldale area (at no cost):

Eligible students will be able to obtain transportation services to St. Joseph School provided they are 1.6 km for elementary and 2.0 km for junior high. Transportation will be provided to École St. Mary and St. Francis Junior High School for French Immersion Programming only; and to Catholic Central High School (Campus East) for high school programming.

1.2.5 Within the Bow Island area (at no cost):

Eligible students will be able to obtain transportation services to St. Michael's School, Bow Island, provided they are 1.6 km for elementary and 2.0 km for junior high.

1.2.6 Within the Pincher Creek area (at no cost):

Eligible students will be able to obtain transportation services to St. Michael's School, Pincher Creek, provided they are 1.6 km for elementary and 2.0 km for junior high school.

2. If a student has a disability that necessitates bussing or alternative transportation to school, the Superintendent or designate may make the necessary arrangements.
3. Tuition paying students will be provided transportation services if they meet the requirements set forth in this administrative procedure and pay full tuition fees and the transportation user fee.
4. Non-resident students will be considered for transportation services if the following conditions are met:
 - 4.1 The student transfers from a Catholic school OR the student requires specific educational programming;
 - 4.2 There is a bus route in place that serves resident students and sufficient space is available;
 - 4.3 The parent provides written approval from the resident board for the student's transportation to a non-resident school;
 - 4.4 Transportation Funding from Alberta Education can be accessed for the student; and
 - 4.5 Approval is granted by the principal of the receiving school.