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<p>Statement</p>	<p>Pursuant to the <i>Education Act, R.S.O. 1990, C-E-2</i> school boards may provide transportation services for their students.</p> <p>The member boards have established WESTS to provide student transportation services for their students. With the goal of constantly improving the efficiency and effectiveness of bus routes, WESTS has adopted common policies and procedures, applicable to all the coterminous boards, pertaining to student transportation.</p> <p>Transportation is procured, administered, organized and supervised by WESTS.</p> <p>WESTS is committed to:</p> <ol style="list-style-type: none"> 1. Providing safe and efficient transportation services, in a reasonable period of time for the students, from their Primary Home Address or Alternate Address to the school and from the school to their Primary Home Address or Alternate Address; 2. Providing transportation services for students who cannot access regular transportation due to a physical or physiological disability, or for other permanent medical reasons, as identified by the board administrative staff and in accordance with their individual Transportation/Health Plan and Policy AT-01 – Special Transportation Needs; 3. Handling complaints and requests for information or changes, on an individual basis, in accordance with the policies and procedures of WESTS.
<p>Planning Responsibilities</p>	<p>Employees of WESTS will;</p> <ol style="list-style-type: none"> 1. Plan safe transportation routes in accordance with the policies and procedures of WESTS; 2. Plan efficient bus routes taking into account the following factors: safety, travel time, the number of students on the bus, the bus size, the number of buses per school and cost reduction; 3. Plan efficient bus routes using the shortest possible distance between the students’ pick up and drop off stops on public access roads or highways;



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	<ol style="list-style-type: none"> 4. Plan routes to minimize student riding time endeavouring to maintain the parameters of 60 minutes at the elementary level and 75 minutes at the secondary level, understanding there may be situations based on distance that preclude meeting these time frames such as road conditions, distance from Designated School, access to safe bus stop location; 5. Receive and assess suggestions from bus drivers regarding possible changes to the transportation routing, making decisions in respect of the same, and notifying the school bus operator of the decision.
<p>Operational Responsibilities</p>	<p>Employees of WESTS will:</p> <ol style="list-style-type: none"> 1. Manage and update bus transportation services on a daily basis; 2. Receive and assess transportation change requests or transportation applications from parents; 3. Notify parents of the decision regarding their request for transportation services through the schools and the Bus Planner web; 4. Inform schools and school bus operators to access route information through Bus Planner Web; 5. Inform parents about the pick-up and drop-off times for their students via the Bus Planner Web or by automated call if changes are made after August 15 and before the first day of school as per Policy RR-02 Responsibilities of Parents/Guardians; 6. Remain in regular contact with school bus operators and school principals to ensure the safe and efficient management of school transportation services on a daily basis; 7. Maintain clear and regular communication through the BusKids website with parents in order to inform them about policies, procedures, safety measures, and any other information that may impact their students' busing; 8. Maintain the BusKids website to ensure the information is accurate and easily accessible by parents, schools, bus operators and the public;



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	<ol style="list-style-type: none">9. Support school principals and bus drivers in maintaining safety and order on the bus;10. Set up and organize safety campaigns to raise student awareness of the bus rules and expectations while using school bus transportation;11. Conduct inspection visits and assessment activities at Bus Operator sites, pertaining to bus transportation services, in order to ensure that bus drivers are complying with the Consortium's policies and procedures and the Student Transportation Agreement.
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Referenced policies: RR-02 Responsibilities of Parents/Guardians