



## PROCEDURE S-6

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### SUBJECT: SERVICE PARAMETERS

Legal Reference: Non-Specialized Transportation Contract 2013-2015; Specialized Transportation Contract 2013-2018

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HPSTS will respect the geography and location of the respective Board's Schools and the expectation of the maximum time on the bus, taking into consideration safe turnarounds and road conditions.

#### Delivery and Pickup Times - Where practical

- a) Buses will depart Schools not later than 15 to 30 minutes after the dismissal time.
- b) No elementary student will be delivered to School more than 5 minutes prior to the start of School.
- c) No secondary student will be delivered to School more than 30 minutes prior to the start of School.

#### Length of Time on the Bus - Where practical

- a) No student in kindergarten or grades 1 to 8 will spend more than 60 minutes on the bus each way.
- b) No student in grades 9 to 12 will spend more than 75 minutes on the bus each way.

#### Transfers - Where practical

- a) No student will ride on more than two buses (1 transfer) while traveling either to or from School.
- b) No student will be discharged from a bus at a transfer point until the transfer bus has arrived.
- c) Will be completed at School facilities.

### Combination of Routes

- a) Secondary and elementary School students may be transported on the same bus at the same time.

### Standees

- a) Standees are not permitted on a School bus.

### Maximum Number of Students Transported on a Bus

- a) The number of students transported on a School bus will not exceed the manufacturer's capacity for that vehicle. Where practical, bus seats will be loaded as follows:

JK to Grade 6 - 3 per seat  
Grade 7 to Grade 12 - 2 per seat

### Central Pick-up Points

- a) Where houses are grouped together, students will be required to meet at, and unload from a central pick up point for regular Home to School and return transportation.
- b) For elementary pupils residing in small rural centres where no public School exists, pupils may be required to travel a distance up to 1.6 km to reach pick up points.
- c) For elementary pupils residing in rural areas, the maximum distance from gate to School Bus stop is 0.4 km.
- d) For secondary pupils residing in rural areas, the maximum distance from gate to School Bus stop is 0.8 km.

### Transportation to Programs of Choice (I.E. French Immersion – Gifted Program)

- a) Transportation may be provided for students electing to participate in programs outside of their home attendance area using their Home School as their School bus pick-up and unloading point.
- b) An alternate location may be designated by HPSTS if deemed necessary.

### Bus Turnarounds

- a) Bus turnarounds are acceptable in rural areas if the turnaround has been determined to be safe as per Procedure B-3.
- b) Are preferred if completing a circuit (going around a country block) will add more than 4-5km to the route.
- c) Are done to avoid unsafe sections of roads and weight restricted bridges.

Distances are assessed and determined by the current HPSTS transportation software.