

STUDENT TRANSPORTATION OF PEEL REGION STOPR

STOPR011

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Statement	<p>As a method of enhancing the safety of kindergarten students transported by school bus, the following protocol has become a part of the daily transportation routines currently employed by the child's school. This protocol pertains exclusively to:</p> <p>Peel DSB: Kindergarten students Dufferin-Peel CDSB: JK/SK and Grade 1, Students being transported home in the afternoon and at the end of the school day.</p>
Protocol	<ol style="list-style-type: none"> 1. Students to whom the Primary Protocol applies will be provided with an identification tag which identifies the student as a primary protocol student and is required to be worn at all times while being transported. Primary Protocol identification tags will be provided in a different colour for each Board's students to ensure that students disembark at the correct school in circumstances of integrated ridership; 2. for afternoon return trips from school, seating at the front of each bus will be reserved exclusively for primary students; 3. at each bus stop, the primary students will disembark prior to other students in order to enhance the driver's ability to ensure that these students have been met by a parent/caregiver; 4. primary students, in regard to this protocol, who are not met at the bus stop, will be retained on the bus and returned to their school at the conclusion of the bus run or route dependent upon which option can be most efficiently accommodated; and 5. repeated circumstances of a parent/caregiver not being present to receive their child will be reviewed and may result in removal of transportation privileges for the involved child.

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Responsibilities of School Administrators	<p>School Administrators must:</p> <ol style="list-style-type: none"> 1. organize bus loading such that primary students board the bus systematically and access the reserved seats at the front of the bus; 2. provide for the potential that students may be returned to school if not met by a parent/caregiver; 3. check the identification tag as the child boards the bus each day to ensure that the child is boarding the correct bus; and 4. complete the information on each student's identification tag, and update as required.
Responsibilities of Parents	<p>Parents must:</p> <ol style="list-style-type: none"> 1. ensure that either they or a designated caregiver are at the bus stop to meet their child when the bus arrives; and 2. ensure that their child is wearing the required identification tag each day when they leave for school.
Responsibilities of Bus Driver	<p>Bus Driver must:</p> <ol style="list-style-type: none"> 1. assist school administrators in seating primary students in reserved seating at the front of the bus; 2. call out the name of each bus stop (PM only) as they approach the stop; 3. the to best of the driver's ability, ensure that each disembarking student is met by a caregiver; 4. where it is apparent that no caregiver is present to receive the student, retain the student on the bus, communicate specifics to dispatch, and wait for direction to either return the student to their school at the completion of the run or route as appropriate; and 5. visually check each student's identification tag and ensure that the stop location on the tag matches the stop location which the student is disembarking at.

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Responsibilities of the STOPR staff	STOPR staff must: <ol style="list-style-type: none">1. provide a standardized letter for schools to forward to parents regarding the protocol (TFL008);2. ensure that all contracted Bus Operators are familiar with this protocol and that appropriate instructions and information are provided to all bus drivers; and3. Supply the appropriate number of coloured tags to schools.
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