

# STUDENT TRANSPORTATION OF PEEL REGION STOPR

STOPR019

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<b>Statement</b>	<p>A special transportation request may be made if a student meets the following criteria.</p> <ol style="list-style-type: none"> <li>1. has a physical disability that prevents him/her from boarding a bus and walking to his/her seat;</li> <li>2. attends a contained special education program outside his/her school attendance area;</li> <li>3. has been identified by the school boards' Special Education Services as requiring special transportation; and</li> <li>4. attends a provincial school or treatment centre.</li> </ol> <p><b>Special Education transportation requests are submitted on an annual basis only and must be reviewed each year.</b></p>
<b>Procedure</b>	<p><b>Peel DSB Special Education Support Services shall:</b></p> <ol style="list-style-type: none"> <li>1. before the end of the school year, provide STOPR with a class list of all the students who are registered in a specialized program for the next school year;</li> <li>2. provide STOPR with all the students' information. (school of attendance, address, phone, parental/guardian contact, special transportation requirements, etc.) through the special education module;</li> <li>3. maintain an up-to-date list of all students attending a treatment centre and a specialized program;</li> <li>4. deliver completed Request for Special Education Transportation forms that have been signed by the appropriate personnel (SERT, Secondary Resource Teacher, Special Education consultant or Coordinator) in June for September transportation; and</li> <li>5. send electronically, completed Request for Special Education Transportation forms through the appropriate personnel (SERT, Secondary Resource Teacher, special Education consultant or Coordinator) for transportation needs during the school year.</li> </ol>

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<b>Procedure</b>	<p><b>The receiving School Principal for the Dufferin-Peel CDSB shall:</b></p> <ol style="list-style-type: none"> <li>1. provide STOPR with all the students' information. (school of attendance, address, phone, parental/guardian contact, special transportation requirements, etc.) through the Trillium web reports;</li> <li>2. completed forms should be signed and forwarded to the family of schools superintendent, who in turn forward to STOPR once approved by email to <a href="mailto:TransSpecEd@dpcdsb.org">TransSpecEd@dpcdsb.org</a>; and</li> <li>3. maintain an up-to-date list of all students attending a treatment centre and a specialized program.</li> </ol> <p><b>The Director of Transportation for Provincial Schools shall:</b></p> <ol style="list-style-type: none"> <li>1. before the end of the school year, provide STOPR with a list of all students who are registered at a Provincial School for the next school year;</li> <li>2. provide STOPR with all student's information (address, phone, parental/guardian contact, special requirements, etc.); and</li> <li>3. maintain an up-to-date list of all students attending a Provincial School.</li> </ol> <p><b>Siblings:</b></p> <ol style="list-style-type: none"> <li>1. students who are siblings of special needs students and who attend the same school as their special needs sibling are not provided with Courtesy seating on Special Education vehicles;</li> <li>2. in circumstances where siblings of a special needs student are eligible for transportation and attend the same school as their special needs sibling, the siblings may be assigned to the same vehicle as their special needs sibling at the discretion of STOPR.</li> </ol> <p><b>STOPR shall:</b></p> <ol style="list-style-type: none"> <li>1. consult with Special Education Services and/or Principals on all specialized transportation requests that do not have the completed documentation; and</li> </ol>
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Procedure	2. organize the most cost-effective transportation for approved requests.
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