



Policy 8.09  
Category: Students

## Student Transportation

### BACKGROUND

The *School Act* states that a board may, instead of providing transportation under section 51, enter into an agreement with the parent of the student under which the parent will convey the student to and from school or the bus route, and receive, in accordance with the rules of the board, payment for providing that transportation.

### POLICY STATEMENT

1. The CAPE Charter Board is committed to supporting parents/guardians with the daily transportation of their students within the context of the school's limited resources.
2. The CAPE Charter Board supports entering into a contractual agreement with the transporting parents/guardians, the submission of transportation grant applications to the Ministry, and the transfer of the grant to the compliant parents/guardians as financial compensation for transporting the student(s).

### DEFINITIONS

3. **Transportation** - refers to transportation of a student to and from school.

### GUIDELINES

4. The CAPE Charter Board is open to working with other jurisdictions in an effort to provide transportation for CAPE students, if and when it becomes feasible. For the present time the CAPE Charter Board provides no student transportation for daily school attendance.
5. The CAPE Charter Board may enter into a contractual agreement with the parent/guardian of the student.
6. The three main clauses of this contract are:
  - 6.1 the parent/guardian will agree to assume responsibility for transporting the student to and from school at the designated times;
  - 6.2 the CAPE Charter Board agrees to apply for the transportation grant on behalf of the parent/guardian;

**CAPE-Centre for Academic and Personal Excellence  
Policy Manual**

**Policy 8.09**

**Category: Students**

- 6.3 the CAPE Charter Board agrees to transfer the transportation grant to the parent/guardian, if the student is eligible to receive the grant.
7. No transportation fees for daily attendance are to be charged to the parent/guardian by the CAPE Charter Board.
8. Any dispute or disagreement between a parent and the CAPE Charter Board shall be addressed as follows:
- 8.1 The parent/guardian is to bring the matter to the attention of the Secretary-Treasurer in writing. The Secretary-Treasurer is charged with the responsibility of addressing the issue within 20 working days from the date of receipt of the communication and inform the parent/guardian, in writing, of the findings or outcome;
- 8.2 If the dispute or disagreement is not resolved to the satisfaction of the parent/guardian, the parent/guardian is to bring the matter to the attention of the Superintendent, in writing. The Superintendent is charged with resolving the dispute within 20 working days from the date of receipt of the communication and inform the parent/guardian, in writing, of the findings or outcome;
- 8.3 If the dispute or disagreement is not resolved to the satisfaction of the parent/guardian, parent/guardian is to bring the matter to the attention of CAPE Charter Board for review and resolution. The CAPE Charter Board will address the dispute within 20 working days from the date of receipt of the communication and inform the parent/guardian, in writing, of the findings or outcome.
9. In the event of a family move, it is the responsibility of the parent/guardian to provide the Secretary-Treasurer with a forwarding address so that the transportation refund can be forwarded.
10. In the event that no such forwarding address is available or the mail is returned to sender, the CAPE Charter Board will deem to have made a reasonable effort to refund the parent/guardian and no further action will be deemed necessary.
11. The CAPE Charter Board is not under any liability to the parent/guardian of a student or to a student for negligence arising out of the student's being conveyed to and from a school user agreement between the board and the parent. The user agreement between the board and the parent assigns the parent as responsible for selecting and using appropriate transportation and that carrier is then responsible.

**CAPE-Centre for Academic and Personal Excellence  
Policy Manual**

**Policy 8.09**

**Category: Students**

---

**References:**

*School Act*

*School Transportation Regulation*

*Education Grant Regulation*

---

Adopted: April 22, 2002

Revised: November 5, 2007

Revised: September 30, 2008

Reviewed: June 2011

Reviewed: August 2013

Revised: June 19, 2017

Reviewed: September 2018

Motion: #

Motion: #2007-11-05-23

Motion: #2008-09-30-25

Motion: #2017-06-19-2

Motion: #2018-9-26-11