

Student Transportation Service Consortium of Grey-Bruce

Procedures

Bluewater District School Board
Bruce-Grey Catholic District School Board
Conseil scolaire des écoles catholiques du Sud-Ouest

TCP-C011

Procedure Title: Attendants on Buses		Updated: January 19, 2011
Related Forms:	Related Policies: BP 6501-D "Transportation"	

Intent: The Consortium arranges and pays for attendants on home-to-school buses. This procedure describes the annual approval process to have an attendant placed on a bus. Attendants are not intended to control general misconduct by students on a bus, rather to address special needs of an individual student. Member Boards are in general agreement that students requiring an attendant on the bus would normally have an Individual Education Plan.

Stakeholders: Bus Operators, School Board Employees, Transportation Consortium

Procedure:

Attendants may be required to ride a school bus where circumstances around an individual student warrant adult supervision. Attendants are not intended to address general misconduct by students on a bus. The attendant provides safety to the vehicle by allowing the bus driver to focus on their driving and not having to simultaneously deal with a specific student's needs.

The Consortium arranges and pays for attendants on a vehicle. The process to have an attendant placed on a bus is;

1. Principal identifies a need. The identification may be the result of the Principal's experience in the school or the result of a progressive number of bus incident reports from the Bus Driver. The child identified as requiring an attendant would have an Individual Education Plan. Attendants are not intended to manage broad or general misconduct on a bus.
2. The Principal will initiate a school based action plan for the student. The Bus Driver may be involved in this planning process. Boards would be expected to share a "Strategies for a Successful Day" form or equivalent with the Bus Driver and the Driver's employer.
3. If step 2 proves to be unsuccessful, the principal will make a recommendation for an attendant on the bus to the Area Resource Teacher. This recommendation should include any special training required of the attendant. Attendants generally are trained bus drivers and do not have any specific behavioural or psychological training. The need for heavy lifting or other physical demands of the attendant must be made at this time as well.
4. Student Services will notify the Consortium of their approval to have an attendant added to the bus.
5. The Consortium will arrange for the Bus Operator to hire an attendant and the payment of same.
6. By March 31st the Consortium will send a listing of the routes that have attendants to the principals of those students, with a copy to Student Services. The Principal and Student Services will notify the Consortium by May 31st of any changes that are required for the following year.