
Board Governance Policy Cross Reference: [1](#), [12](#), [14](#), [16](#)

Administrative Procedures Cross Reference:

[School of Choice](#)

[Transportation Grant \(Out of Division Programs\)](#)

Form Cross Reference:

[Student Information Form](#)

Legal/Regulatory Reference:

[The Public Schools Act](#) (43-47)

[Manitoba Regulation 105/2021](#), sections 11-14 (Funding of Schools Program Regulation)

The Interlake School Division (ISD) is committed to providing safe and reliable transportation for eligible students. The Division shall provide transportation or funds in lieu of transportation for those students designated as eligible students for transportation services as outlined in [The Public Schools Act](#).

A. Transportation Eligibility

The Interlake School Division will provide transportation at the Division's expense, not necessarily by school bus, for the following:

1. Students who are in regular attendance and live more than 1.6 kilometers (1 mile) walking distance from their designated school.
 - a) Walking distance is calculated from the edge of residential property to the designated catchment area school using the shortest travelled route available to the student.
 - b) Eligible bus students will not be required to walk more than 0.4 kilometers (0.25 miles) on public roadways to meet the school bus route. Travel on private property will be the responsibility of parents/legal guardians.
 - c) Parents/legal guardians are required to contact the Transportation Department at (204)467-8730 to determine transportation eligibility. See [Student Information Form](#).

2. In consultation with Student Services, students with complex needs and/or students who are unable to safely walk to school are eligible for transportation.
 - a) Any student in possession of a doctor's certificate verifying the need for transportation will be picked up at their residence provided the private lane and turning area are suitable for school bus travel and are properly maintained at all times.
3. Students who attend the ISD French Immersion Program outside of their catchment area will receive transportation.
4. Students who are exposed to a safety risk when travelling to and from school, based on the following conditions:
 - a) The parent/legal guardian contacts the Transportation Department annually, no later than May 15th or as soon as it is determined a safety risk exists.
 - b) A safety risk shall include crossing or travelling on a provincial road and where traffic volumes and speed are a concern.
 - c) The Transportation Supervisor approves the request, in which case, transportation will be provided at no cost.

B. Schools of Choice

Students electing to exercise Schools of Choice are eligible for transportation services under the following conditions:

1. Must first be accepted under the [School of Choice](#) requirements.
2. Eligible bus students (as described above) may access bus transportation if:
 - a) There is room on the bus. See Note 1.
 - b) They can meet at a designated bus stop on an existing bus route in the catchment of the school of choice.
 - c) They have the approval of the Transportation Supervisor.
3. Non-eligible bus students may access bus transportation if:
 - a) There is room on the bus. See Note 1.
 - b) The student must meet at a designated bus stop on an existing bus route in the catchment of the school of choice.
 - c) The student has the approval of the Transportation Supervisor.
 - d) The parent/legal guardian pays a fee of \$100.00 per year.
 - i. This fee will be reviewed annually.
 - ii. A cheque for the full amount of the fee must accompany the request.

C. Non-eligible Student Transportation Requests

1. Transportation may be provided on a fee-for-service basis under the following conditions:
 - a) The parent/legal guardian make application annually, prior to May 15th, by contacting the Transportation Department at 204-467-8730.
 - b) There must be room on the bus. See Note 1.
 - c) The student must meet a designated bus stop on an existing bus route.
 - d) Requests will be granted on a first-come, first-served and seat-availability basis.
 - e) The student has the approval of the Transportation Supervisor.
 - f) The parent/legal guardian pays a fee of \$100.00 per year, per student.
 - i. This fee will be reviewed annually.
 - ii. A cheque for the full amount of the fee must accompany the application.

D. Exceptional Circumstances/One-time Requests

1. In exceptional circumstances, a student other than one on a regular route may be conveyed on any route provided:
 - a) Prior arrangements are made with the Bus Driver to ensure there is room on the bus (see Note 1); and
 - b) A note is provided by a parent/legal guardian to the School Administrator and the Bus Driver.

Note 1: A bus is considered to be full when the number of registered students equals the seating capacity of the bus:

Kindergarten - Grade 6	3 students/seat
Grades 7 – 12	2 students/seat