

School Bus Trips—FAQ

1. I want to book a bus trip, who do I need to contact?

Cathy Ritchie, Dispatcher @ 541-8252

2. What do I need to do to book a co-curricular bus trip?

Date of the trip;

Number of passengers expected. *The average seating capacity on a bus is 50 students;*

Time the bus is required at school/ back at school. *Please note this is not the departure time from the destination, it is the arrival time back at the school.*

Are the bus and driver required to stay with group?

What teacher or other responsible person is in charge of the group?

For overnight trips, have motel arrangements been made for the driver?

Is a written estimate required?

Are there any special considerations, e.g. wheelchairs, seat belts, oversized luggage?

3. How soon do I need to fax the bus trip form in?

At least one week before the proposed trip.

4. Can you promise me a bus?

The South Shore Regional School Board's Transportation Services will provide a maximum of eight (8) co-curricular bus trips per day. Six of the eight trips must be taken between $\frac{1}{2}$ hour after the schools morning bell time and $\frac{1}{2}$ hour before the schools afternoon bell time; the other two can be organized for anytime during the day. Buses will not be committed to co-curricular trips during the Utility and Review Board Inspections, unless they can be arranged between bus runs. Buses may require unexpected repairs mandated by Motor Carrier Inspectors and every available bus may be needed to ensure regular runs are completed as scheduled. The Clerk/Dispatcher will notify the school of any conflicts at the time of the trip request.

5. What are the costs for a trip?

Meterage charges will be charged at a rate of *sixty cents (.60 ¢) per kilometer.*

This includes meterage both inside and outside the county.

Driver's wages will be charged at a rate of *\$25 per hour.*

Trips taken during school hours are charged from the time the bus is requested to arrive at the school until the driver returns to the school.

Schools will be responsible for any parking, bridge or ferry fares.

Meals are to be reimbursed at approved Board rates.

On trips involving an overnight stay, schools will provide accommodation for bus drivers.

5. Can we use an SUV, truck, minivan, van, etc?

Yes, the only restriction is placed vans with seating capacity of 10 or less, the van must be a 1994 model year or newer.

6. Can parents transport students in their own vehicle?

Yes. If a parent is transporting students other than their own children they must fill out Form J.

7. When do we have to use a booster seat?

If a trip involves the use of a passenger vehicle, (car, van, etc) any child under 9 years of age and under 40 lbs must be secured in a booster seat.

8. What items can be transported on a school bus?

As per Policy #260.

The following is a list of items not permitted on school buses during regular bus runs:

- a. The wearing of footwear with cleats and/or spikes
- b. Scooters
- c. Large instruments (other instruments must be in a case and able to fit safely on the students lap or along side the student and cannot obstruct the aisle).
- d. Hockey sticks, lacrosse sticks, golf clubs or bags
- e. Skis and poles
- f. Any pole type object or stick
- g. Large school projects that will not fit easily next to or on the students lap - projects must be approved between the school and the drivers beforehand
- h. Pets, live animals, reptiles, bugs, etc.
- i. Water guns
- j. Laser Pens, lights and pointers
- k. Toboggans, sleds, crazy carpets, etc.

The following items are permitted providing there is sufficient room on the bus:

- a. Skates - guarded and in a canvas bag
- b. Sports balls in a bag
- c. Skateboards completely covered in a canvas bag
- d. Roller blades in a canvas bag

The following items are permitted on school bus trips:

- a. Golf clubs, hockey and lacrosse sticks (in a proper sports bag and securely tied down on the bus)
- b. Musical instruments and equipment