



School District No. 27 (Cariboo-Chilcotin)

TRANSPORTATION ASSISTANCE

Policy No. 3541.2

Effective: June 2009

Initial Adoption: February 1998

Preamble

Many students in this District must travel long distances to school or to the nearest bus stop. It is not always feasible to provide bus transportation. Therefore, the Board believes it should assist parents by making transportation assistance available.

Policy

Subject to the Regulations accompanying this Policy a transportation allowance will be paid to parents or guardians of school aged students enrolled in all public school programs.

Regulations

1. The level of financial assistance available to approved claimants will be set by the Board of Education and reviewed periodically. Application forms are to be available at each school and will show the current rate of assistance.
2. Transportation assistance will be granted to parents or guardians who must convey students distances which exceed 5 km to the nearest school and where no bus service is provided.
3. Transportation assistance will be granted to parents or guardians who must convey students distances which exceed 3.0 km to the nearest bus stop.
4. The parent or guardian shall be paid only for the actual number of round trips driven by the parent or guardian to the nearest bus stop or school. However, in no case shall the number of paid round trips to the school or bus stop exceed two round trips per day.
5. Transportation assistance will be provided for handicapped students, and for special needs students who are obliged to travel outside their home community and must return home on weekends, provided that no school bus is available and the following criteria are met:
 - a. payment will be made on request, but must be supported by receipts or other proof of travel
 - b. the most economical or practical form of transportation is used
 - c. payment will be made only if the cost of claimed travel is covered by Ministry grants.
6. Application for transportation assistance should be made annually to the School District Office.

7. Approval for transportation assistance will be granted effective the beginning of the month in which the claim is made.
8. Claim forms should be submitted monthly and within thirty (30) days of the end of the month being claimed. Claims submitted after thirty days will not be considered.
9. Payment of all claims will be made within thirty (30) days of their receipt.
10. Parents of students who have an approved cross-boundary transfer may receive travel assistance if they qualify for such an allowance for transportation to and/or from the nearest school to their home. This allowance shall be the lesser amount incurred in travelling to and/or from their home school or to the school to which the students have transferred.