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 www.stsbhn.ca

**JK / SK Transportation Contract**

**TF038**

**Student:** \_\_\_\_\_

**School:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Effective Date:** \_\_\_\_\_

**Board Responsibility:**

Student Transportation Services Brant Haldimand Norfolk shall provide safe and reliable transportation to and from school for eligible students. We recognize the vital role parents play in the safe transportation of students, and have developed operating procedures to identify the responsibilities for communication and co-operation between the parents, school, and transportation services.

**Supervision:**

- a) Prior to their first ride, parents with the help of school staff will arrange "bus buddies" for students who are required to transfer
- b) Parents or a responsible designate are to accompany and remain with the student until picked up by the transportation vehicle. No JK/SK student is to be left unattended at a pick up point.
- c) School staff will sort and load students and check attendance to ensure all students are accounted for.
- d) Parents or a responsible designate are to be on time at the drop off point to receive their JK/SK student.
- e) Drivers will not knowingly leave a child unattended at a stop.

As a parent/guardian requesting transportation services for my child who is named above, I hereby agree to abide by Student Transportation Services Brant Haldimand Norfolk procedure 005 Responsibility of Parents and Guardian. I further realize that the services provided are a privilege, not a right and may be suspended or withdrawn in the event I and/or my child fail to abide by the rules.

I have been made aware of and fully understand that I am responsible to receive my child at the end of the day or to provide a responsible designate who is named below and that it is my sole responsibility to inform the school in a timely manner of address changes, drop off changes, health changes or any other changes that may affect the safe transportation of my child.

**Responsible Designate**

**Complete this section if someone other than yourself is permitted to receive your child at the end of the day:**

I authorize those person(s) named below to receive my child (named above) in my absence and I understand that it is the responsibility of me or my designate listed below to deliver my child home in a safe and responsible manner. I further understand that the designate listed below will be a responsible person, in or graduated from an intermediate grade and who is over the age of 12; final approval of the designate will be subject to the agreement of the school principal where the kindergarten student is registered.

	<b>Name (please print)</b>	<b>Telephone Number</b>
1.		
2.		

I fully understand that Student Transportation Services Brant Haldimand Norfolk may enact emergency procedures if I or my assigned designate is not available to receive my child from Transportation Services and/or if the emergency contact(s) named above is/are not available.

All reasonable efforts are made by Board staff and transportation operators to ensure the safety of every child involved in transportation services. Parents and guardians play a key role in ensuring the safety of their child by providing accurate information and ensuring each child is met by a responsible designated person at the end of every day.

\_\_\_\_\_  
*Signature of Parent/Guardian (must be 18 years or older)*

\_\_\_\_\_  
*Printed Name of Parent/Guardian*

\_\_\_\_\_  
*Date (MM/DD/YYYY)*