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Statement	Parents and guardians must ensure that their child understands the rules and regulations and follows them. They are responsible for their child’s safety from the time when he/she leaves home up to the time when he/she boards the bus and from the time he/she gets off the bus.
Procedures	<p>Parents and guardians must:</p> <ol style="list-style-type: none"> 1. Set up and access their online account through the student login on Bus Planner Web. If they do not have access to a computer they should contact the school for the information on their child’s transportation. 2. Access their child’s account every year after August 15th and before the start of school to get the most up to date transportation information. 3. Remind their child about the safety and behavior rules to be followed at the bus stop and while travelling on the bus; 4. Ensure their child arrives at the bus stop at least ten (10) minutes before the pick-up time; 5. Be responsible for their child’s safety up until he/she boards the bus; 6. Cooperate with the school principal, staff from WESTS and the bus driver to ensure that their child behaves properly while travelling on the bus; 7. Assume responsibility for their child when he/she is dropped off at the designated bus stop. WESTS requires that parents, guardians or designates go to the bus stop to meet their child enrolled in Junior or Senior Kindergarten; 8. Suggest that a parent or guardian go to the bus stop to meet their child enrolled in Grade One and Grade Two, or that they entrust a responsible person with this task; 9. If a child is uncomfortable getting off at a stop alone, regardless of their grade, they will be returned to the school.



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	<p>10. Assume responsibility for all deliberate damage or acts of vandalism caused by their child;</p> <p>11. Inform the school, in writing, about any cancellation or change to be made to their child's transportation service;</p> <p>12. Inform the school and WESTS about any problem that occurred on the bus and that jeopardized the students' well-being and safety, indicating the bus number, date, time and nature of the problem;</p> <p>13. On mornings of inclement weather, monitor the media, or go to www.buskids.ca website to find out the status of school bus transportation. Subscribing to the Delays & Cancellations module in Bus Planner Web will provide parents with an email notifying them of delays and cancellations to their child's busing. Directions for subscribing to the module can be found on the www.buskids.ca website;</p> <p>14. On mornings of inclement weather, make the final decision about whether or not their child should go to school that day;</p> <p>15. Make sure that their child is dressed appropriately in the event of inclement weather;</p> <p>16. Parents or guardians are prohibited from stopping or parking in bus loading zones.</p>
Prohibitions	<p>It is strictly prohibited for parents or guardians to board the school bus.</p> <p>It is prohibited for parents and guardians to speak to the bus driver in an angry or aggressive manner, or to use abusive or disrespectful language.</p> <p>It is prohibited for parents and guardians to negotiate or attempt to negotiate with the bus driver and the school principal, in order to change the bus stop, pick-up or drop-off time, or other travel arrangements for their child, which would differ from the transportation service planned by WESTS.</p>



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	It is prohibited for parents or guardians to use abusive or disrespectful language when dealing with WESTS staff and/or bus operator staff.
Consequences	Improper conduct on the part of the parent or guardian may result in the loss of his/her child's transportation privilege at the discretion of the General Manager.

Approved by Board of Directors on January 16, 2014

Amendment approved by BOD - April 16, 2020

Approved by Board of Directors - December 2, 2021