



Section Criminal Record & Vulnerability Screening – Bus Operator Employees	Page 1 of 1
	Date : November 30, 2013

Statement	<p>The safety and security of all students being transported is paramount. In order to minimize the risk to students all bus drivers, monitors and any other operator employee who may come in contact with a student must undergo a Criminal Record Search as well as a Vulnerable Sector Screening.</p>
Procedures	<p>The Transportation Service Operator shall not allow any driver or monitor charged or convicted of any offence where the nature may be construed as jeopardizing the safety and well-being of students to drive or be a monitor on a school bus.</p> <p>The Transportation Service Operator must retain Vulnerable Person criminal background checks from all drivers and monitors and require that an annual declaration be signed off by the employee stating that there has not been a change in their record since the initial checks were completed.</p> <p>These obligations also apply to other employees who may come into contact with students on a regular basis, or who may have access to student information.</p> <p>WESTS has the right to review the Transportation Operator's background check process, and if the documentation reveals information that is not acceptable, the employee will be removed from all contact with students until the investigation is complete. WESTS has the sole and unfettered discretion to determine whether the employee can continue to drive or be a monitor for the consortium.</p>