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<p>Statement</p>	<p>Students requiring the assistance of certified service animals in order to have meaningful access to education will be accommodated in accordance with the <i>Human Rights Code</i> and the policies and procedures of the School Board the student attends.</p>
<p>Responsibilities</p>	<p>The Special Education Department or representative of the School Board will:</p> <ol style="list-style-type: none"> 1. Provide WESTS with written approval to transport a service animal, confirming the certified service animal is required and has been appropriately licensed/certified to provide the requisite service. 2. Provide notification through the school principal or their designate to all passengers riding vehicles where a certified service animal is to be placed prior to the certified service animal commencing riding the vehicle. 3. Provide a Transportation/Health Plan and/or information to the bus driver, through WESTS, with respect to the appropriate handling of the certified service animal. This should include details of where the student will sit, how/where the animal will sit, how the animal will be restrained and steps to take if there is a mess. 4. Arrange any training required by the bus driver that includes any specific requirements in cases of emergency evacuation. 5. Ensure that the student can independently manage the service animal while on the school bus. <p>WESTS staff will:</p> <ol style="list-style-type: none"> 1. Require bus operators to support the provision of transportation of students with certified service animals. 2. Ensure that all required bus operator staff have access to the training regarding the management of certified service animal during transportation, and the provision of service to students who may require the assistance of a certified service animal.



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3. Design the route to provide adequate time to ensure the student can safely board and disembark from the bus with the certified service animal.

Bus Operator and Bus drivers will:

1. Not allow any driver who has not received the training arranged by the School Board to drive a bus with a certified service animal on board.
2. Amend their emergency evacuation procedures to include those students with certified service animals.
3. Ensure that Student’s Transportation/Health Plan is followed.
4. Ensure that students with certified service animals are seated at the front of the bus to ensure safety for both the certified service animal and the other students on the bus.
5. Ensure that any certified service animals stay with their assigned student at all times.
6. Ensure that the certified service animal sits beside the assigned student or on the floor of the vehicle in front of the assigned student during transport.
7. Ensure the certified service animal is appropriately restrained if it is not able to stay with the assigned student as per (c) above.

Parents/guardians will:

1. Be responsible for costs associated with the repair of any damage or clean up to equipment caused by the certified service animal working with their student.
2. Provide any restraints required for the certified service animal.
3. Ensure that the student is independent in managing the service animal.
4. Work collaboratively with the School Board, WESTS, and the Bus Operator in the accommodation of the student.

If the service animal cannot be accommodated on a large bus due to the documented needs of fellow



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	passengers, such as severe allergies or phobias or there is insufficient space to safely transport the certified service animal, transportation will be provided on a small vehicle.
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