



<p>Section <b>Responsibility of Parents/Guardians</b></p>	<p>Page 1 of 3</p>
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<p><b>Statement</b></p>	<p>Parents/guardians must ensure that their student understands the WESTS rules for riding the school bus as set out in RR-01 Responsibilities of Students, as well as their School Board’s Code of Conduct. Parents/guardians are responsible for their student’s safety from the time they leave home up to the time they board the bus in the morning and from the time they get off the bus after school, including the conduct of the student at the bus stop.</p>
<p><b>Responsibilities</b></p>	<p>Parents/guardians will:</p> <ol style="list-style-type: none"> <li>1. Set up and access their online account through the student login/parent portal on Bus Planner Web. If they do not have access to a computer, they should contact the school for the information on their student’s transportation;</li> <li>2. Access their student’s account every school year between August 15<sup>th</sup> and the start of school to access the most up to date transportation information;</li> <li>3. Remind their students about the safety and behaviour rules to be followed at the bus stop and while travelling on the bus as per RR-01 Responsibilities of Students;</li> <li>4. Ensure their student arrives at the bus stop at least ten (10) minutes before the pick-up time and be at the bus stop ten (10) minutes prior to the assigned drop off time;</li> <li>5. Be responsible for their student’s safety up until they board the bus and after they disembark from the bus after school;</li> <li>6. Cooperate with the school principal, staff from WESTS and the bus driver to ensure that their student understands the bus safety rules while travelling on the bus;</li> <li>7. Assume responsibility for their student when they are dropped off at the designated bus stop. WESTS requires that parents, guardians or designates be at</li> </ol>



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	<p>the bus stop to meet their student enrolled in Junior or Senior Kindergarten;</p> <ol style="list-style-type: none"> <li>8. WESTS suggests that a parent or guardian go to the bus stop to meet their student enrolled in Grade One and Grade Two, or that they entrust a responsible person with this task;</li> <li>9. Be aware that if a student is uncomfortable getting off at a stop alone, regardless of their grade, they will be returned to the school and be subject to the Policy SS-02 Accompaniment of Children.</li> <li>10. Assume responsibility for any acts of vandalism or deliberate damage to the bus caused by their student;</li> <li>11. Inform the school, in writing, about any change to be made to their student’s transportation service;</li> <li>12. Inform the school and WESTS about any issue that occurred on the bus and that jeopardized the students’ well-being and safety, indicating the bus number, date, time and nature of the issue;</li> <li>13. On mornings of inclement weather, monitor the media, or go to <a href="http://www.buskids.ca">www.buskids.ca</a> website to find out the status of school bus transportation. Subscribing to the Delays &amp; Cancellations module in Bus Planner Web will provide parents with notification by email of any delays and cancellations to their student’s busing. Also parents can download the Bus Planner Delays App to get notifications. Directions for subscribing to the module and downloading the Bus Planner App can be found on the <a href="http://www.buskids.ca">www.buskids.ca</a> website;</li> <li>14. On mornings of inclement weather, make the final decision about whether or not their student should go to school that day;</li> <li>15. Make sure that their student is dressed appropriately for inclement weather.</li> </ol>
<p><b>Prohibitions</b></p>	<ol style="list-style-type: none"> <li>1. Parents/Guardians are prohibited from stopping or parking in school bus loading zones at the schools.</li> </ol>



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	<ol style="list-style-type: none"> <li>2. It is strictly prohibited for parents or guardians to board the school bus.</li> <li>3. It is prohibited for parents and guardians to speak to the bus driver in an angry, abusive, harassing or aggressive manner, or to use abusive or disrespectful language at the bus stop towards the bus driver, students or other parents/guardians.</li> <li>4. 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 student, which would differ from the transportation service authorized by WESTS.</li> <li>5. It is prohibited for parents or guardians to use abusive, harassing, aggressive or disrespectful language and/or demeanor with WESTS staff and/or bus operator staff.</li> </ol>
<b>Consequences</b>	Improper conduct on the part of the parent or guardian may result in the removal of their student's transportation privilege or any other consequence as addressed under Policy SS-01 Disciplinary Measures.

Referenced policies: RR-01 Responsibilities of Students  
 SS-01 Disciplinary Measures  
 SS-02 Accompaniment of Students