

ADMINISTRATIVE PROCEDURE NO. 102

OPERATION OF SCHOOL BUSES IN INCLEMENT WEATHER

Background

Risks are not be taken with the safety of students riding on school buses. Particular care must be taken during periods of inclement weather and/or when road conditions are hazardous. The responsibility for the safety of school bus passengers during such circumstances is shared by the Board, Divisional staff, school bus operators, and by parents.

Procedures

1. The Transportation Manager shall direct a Divisional-wide suspension of rural school bus service in every instance where the temperature is equal to, or colder than, minus forty (40) degrees Celsius, or where the temperature is minus thirty (30) degrees Celsius and a wind chill factor results in a temperature of minus forty (40) degrees Celsius or colder. The temperature will be as reported by The Weather Network at 0615 hours.
2. The Transportation Manager shall direct a local area or Divisional-wide suspension of rural school bus service in the event of reduced visibility. Reduced visibility may be the result of blowing snow, fog or other environmental factors.
3. Operation of a wheelchair lift (if equipped) on a regular route will cease to operate when the temperature is equal to, or colder than, minus twenty five (25) degrees Celsius. Parents of any student requiring the use of the wheelchair lift will be notified by the transportation department when this condition exists,
4. Each rural driver may cancel their individual route entirely, or in part, when they feel that it is unsafe to operate their bus. The driver must ensure that all affected parents, school administrators and Transportation Manager, are notified in the event of such a change.
5. The Transportation Manager may suspend all or any transportation routes where it is believed that climatic and/or road conditions constitute a significant hazard to the safety and well-being of school bus passengers.
6. A decision by the Transportation Manager to suspend bus service shall be communicated to all bus drivers. The Transportation Manager shall inform the Division Administration Office and all school principals affected by suspension of bus service. Parents will be notified via electronic media (bus app notification).

7. A decision by the Transportation Manager to suspend school bus service shall be communicated by announcements on Central Alberta radio stations. These local radio stations will be notified of the suspension of school bus service as soon as possible after the decision to suspend has been made.
8. Parents who have brought their children to school on days when school bus services are suspended will be responsible for returning their children home at the end of the school day.