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Transportation - Eligibility	Date May 26, 2006	Revised: June 17, 2010 September, 2023 December, 2024 June 3, 2026

Policy	The Sudbury Student Services Consortium is committed to providing safe and efficient transportation for eligible students from Junior Kindergarten to Grade 12 through standardized operational procedures.
Operational Procedure	While parents and guardians are responsible for transporting their children to and from school, the Education Act allows school boards to provide transportation for students enrolled in their designated schools. 1. Eligibility Criteria A. Eligibility Based on Transportation Address Transportation is provided based on the approved transportation address, which may include a student's home, childcare provider, or another authorized location. A student is eligible for transportation when: • The transportation address is within the school's catchment or program area, and • The address is beyond the walking distance applicable to the student's grade level. <i>Alternate Transportation Addresses</i> Parents/guardians may request alternate pick-up or drop-off locations if all of the following conditions are met: 1. The locations are within the school catchment or program area. 2. The request is submitted by the parent/guardian and approved by the SSSC. 3. The locations remain consistent each week. 4. The alternate location does not extend existing bus routes. 5. The student uses transportation at least once weekly for each approved address, unless in a shared custody arrangement with an alternating-week schedule. 6. A maximum of two morning and two afternoon transportation addresses is permitted, including dual-custody arrangements.

B. Eligibility Based on Walking Distance

Walking distances are measured using the shortest walking route along roads or walkways from the transportation address to the school property. Measurements are completed using SSSC transportation software and municipal mapping.

Elementary Students

Transportation is provided for:

- Junior Kindergarten and Senior Kindergarten students
- Grades 1–3 students living more than 1.0 km from their school
- Grades 4–8 students living more than 1.6 km from their school

All elementary students may be required to walk to and from their designated bus stop.

Secondary Students

Transportation is provided for students living more than 2.5 km from their secondary school.

C. Eligibility Based on Program

Mid-Year Program Changes:

Students attending programs outside their home school catchment area (e.g., French Immersion, Magnet programs) are eligible for transportation if their transportation address meets the walking distance requirement.

- If a student transfers to a program available at their home school before January, transportation to the previous school ends immediately.
- If the transfer occurs after January, transportation may continue until the end of the school year if space is available on an existing route.

Graduating Students (Grades 8 and 12):

Students who transfer to a home-school program (for example from a French Immersion program to a Regular English program) may continue receiving transportation until the end of the school year, provided space is available on a bus serving that school.

D. Eligibility Based on Hazard

Special transportation may be arranged when traffic or environmental hazards create significant safety concerns. Hazards are assessed and confirmed by the SSSC to ensure fairness and consistency.

2. Address Verification

The Consortium reserves the right to verify a student's residential address with the student's school and/or school board to confirm the accuracy of information provided for transportation eligibility purposes. This may include, but is not limited to, cross-referencing addresses on file with school registration records, or other information held by the school board.

Where an address provided to the Consortium is found to be inaccurate, unverifiable, or inconsistent with the student's registered or actual place of residence, the Consortium may:

Deny or revoke transportation eligibility for the student;
Cancel bus service effective immediately or on a specified date; and
Require the family to reapply for transportation using a verified, accurate address, subject to standard eligibility criteria (including applicable walk boundaries).
Parents/guardians are required to provide accurate and current residential address information to both the school and the Consortium. Providing false or misleading address information for the purpose of obtaining transportation eligibility may result in immediate removal of bus service without prior notice.

Communication

1. Eligibility Determination

- Schools have access to Sudbury Student Services Consortium's transportation software to verify eligibility.
- The Sudbury Student Services Consortium reviews all transportation requests and informs parents/guardians of eligibility decisions.

2. Annual Notifications

- Parents/guardians will be notified in writing if a student's eligibility changes for the upcoming school year (e.g., due to grade progression).

3. New Registrations

- Transportation information packages will be emailed or mailed to families of new Junior Kindergarten students.