



Bus Stops

Background

KTCEA believes that safe, well located bus stops are crucial components of a safe and responsible student transportation service.

Guidelines

KTCEA is committed to identifying safe locations for bus stops even if they are somewhat less convenient for students.

Detailed specifications for the identification and selection of Bus Stops are set out in the KTCEA Transportation Services Safety Handbook.

#	Procedure	Roles & Responsibilities
1.	The Transportation Manager will approve all bus stop locations, and drivers will strictly adhere to the approved locations when picking up or dropping off students.	Transportation Manager, Bus Drivers
2.	Bus stop locations will be designated with due consideration given to <ul style="list-style-type: none"> 2.1 sight lines; 2.2 appropriate size and surface of waiting area; 2.3 distance from intersections or other roadway hazards; 2.4 speed and trajectory of roadway from will determine whether a student is eligible for transportation services. 	Transportation Manager, Bus Drivers
3.	Failure on the part of drivers, students and parents to utilize the designated bus stop will result in disciplinary actions as set out in the Transportation Services Safety Handbook.	Students, Bus Drivers

Definitions:

Not Applicable

References:

Student Transportation Regulation 250/98 (AR 197/2000) Traffic Safety Act
 School Bus Operation Regulation
 Alberta Rules of the Road
 Freedom of Information and Protection of Privacy Act

Procedure Amendments and Updates

The responsibility for updating and amending this procedure rests with the Associate Superintendent Facilities & Operations.