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## TRANSPORTATION OF STUDENTS WITH INTENSIVE NEEDS

### Background

The Division recognizes that both urban and rural students enrolled in this Division may require special transportation considerations. On the recommendation of the Director or designate, students with intensive needs may be provided with transportation to and from school. The type of transportation provided will be determined by the Director in consultation with the Supervisor of Transportation and the Superintendent of Student Services.

### Procedures

1. Before a decision is made to provide bus service to a student with intensive needs, an assessment shall be made of the student's ability to ride the bus. Medical information provided by a physician may be required.
2. Administrative Procedure Form 552-1 Transportation of Students with Intensive Needs Approval Form shall be completed.
3. Once approved all expenses are to be claimed using Administrative Procedure Form 552-2 Transportation of Students with Intensive Needs Expense Form.
4. The parents and bus driver shall be made aware of their respective responsibilities.
5. The bus driver shall be informed of any special medical or physical needs of the student.
6. The student shall be properly supervised (if necessary) so the driver can concentrate on driving safely.
7. The transportation arrangements for any student may be reviewed as necessary.
8. In the case of a lift being used in a bus, the following will apply:
  - 8.1. The parent shall provide any assistance the student requires outside the bus, either for loading or unloading.
  - 8.2. The bus driver will not leave the bus to assist with loading or unloading the student.

Reference: Sections 85, 87, 121, 178, 194, 195, 196, 197 Education Act  
The School Division Administration Regulations 45, 48  
The Highways and Transportation Act  
The Traffic Safety Act

Approved: December 10, 2018