

SPECIAL USES OF BUSES

Background

The Division supports the use of school buses to transport students for educational and school related activities.

The activities which buses may be used for are described in Administrative Procedures 260 Extra-Curricular Activities and Administrative Procedure 261 Educational Trips.

Procedures

1. The Division owned buses are booked by the School, who shall make arrangements through the transportation department.
2. The school shall use the approved list of drivers as provided by the transportation department. Some CUPE requirements may be in effect.
3. The established rate will be set by the Chief Financial Officer to be charged to the school for division owned bus use. The established rate shall include meals for the bus driver, standby and driver time.
4. All lodging and parking expenses incurred by the bus driver will be paid directly by the school. Any travel expenses the school agrees to reimburse the bus driver for will be covered directly by the school, for these expenses refer to current rates for mileage and per diem costs.
5. The activities which buses may be used for are outlined in the Administrative Procedures referenced above.

Reference: Sections 85, 87, 121, 179, 194, 195, 196, 197 Education Act
The Highways and Transportation Act
The Traffic Safety Act

Approved: August 6, 2026