

## **Guidelines for Courtesy Seating on School Buses**

These guidelines are issued by the Minister of Education and Early Childhood Development (EECD) in accordance with the School Bus Transportation Policies. They are meant to provide general direction to School Boards regarding the use of vacant seats on school buses, while recognizing there may be unique circumstances Boards must address.

Under these guidelines, EECD permits School Boards, if they so choose, to provide school transportation services to students who reside less than 1.6 kilometers from their zoned neighbourhood school through the use of a "courtesy seat". A courtesy seat is defined as any vacant seat which is available after all eligible riders are accommodated, whether or not those eligible students are travelling on the school bus.

When planning school bus routes the School Board will only use eligible riders to determine the number of units and the routes required.

For students who live less than 1.6 km and who wish to access courtesy seating, the following guidelines apply:

- I. Access to the normally unoccupied seats should be determined by grade with the children in the lowest grade having the highest priority.
- II. Students who are not entitled to busing but who are permitted to occupy vacant seats by these guidelines should be removed from the bus if the seats are required for students who are entitled to busing. The removal of these students should be by grade with the students in the highest grades being removed first.
- III. Parents of students who access courtesy seating should be fully informed of these conditions to avoid any problems when students have to be removed.

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