



TRANSPORTATION 2 – Inclement Weather

Original Date: Oct. 9, 2007 Revised: September 26, 2018 Responsible Administrator: Secretary-Treasurer

1.0 RATIONALE

A formalize process is necessary to ensure the safety and well-being of all students during inclement weather.

2.0 PROCESS

The Superintendent or designate shall be responsible for determining the need for a suspension of school bus service.

3.0 GUIDELINES

- 3.1 School bus service shall be suspended at a temperature of minus forty (40) degrees Celsius as measured at the weather stations located in Morinville at Sturgeon Public School Division Central Office. The temperature used to determine suspension of bus service shall not take into account wind-chill.
- 3.2 The Manager of Transportation shall provide feedback to the Superintendent regarding the decision to suspend school bus services.
- 3.3 The Superintendent or designate shall direct a system wide suspension of school bus service in every instance where in their opinion, climatic and/or road conditions constitute a significant hazard to the safety and well-being of school bus passengers. Attempts should be made to contact neighboring school jurisdictions regarding their plans to suspend school bus service.
- 3.4 Suspension of school bus services may be limited to a specific region of Sturgeon School Division. When this occurs, only buses that serve those schools will be affected.
- 3.5 The Superintendent or designate may suspend school bus services on a route-by-route basis. Regardless of the routes affected by suspension of school bus service, all schools will remain open. Should weather conditions be extreme or deteriorate during the day in a particular region/area, the Manager of Transportation, in consultation with the Superintendent or designate, may suspend bus services in that specific area only.

References: *Board Policy: 1/3 - Inclement Weather*
D/II/2 – School Operation in Emergency



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- 3.6 When weather or road conditions deteriorate during the day, the Superintendent or designate may authorize individual buses or all buses to leave school prior to regular dismissal time.
- 3.7 A school bus operator, in consultation with the Manager of Transportation, may decide not to operate their school bus at the start of a school day if road or climatic conditions in his/her area of service are of a nature that would make the operation of their school bus unsafe.
- 3.7.1 The Manager of Transportation, or designate, shall advise the principal of each affected school. The school bus operator shall advise the parent of each child on their route of the decision to suspend school bus service after consultation with the Manager of Transportation.
- 3.7.2 Whenever a school bus operator, in consultation with the Manager of Transportation, determines that hazardous road or climatic conditions may arise during the course of a school day, they shall proceed to the school and request the release of students who ride on his/her bus. The principal shall release such students when requested by the Manager of Transportation and shall notify the parents.
- 3.7.3 A school bus operator, in consultation with the Manager of Transportation, may determine during the course of their route that road or climatic conditions make it unsafe to continue on the route. In this circumstance, the school bus operator shall attempt to park the bus in a safe location off the traveled road allowance. The driver shall immediately attempt to establish radio contact with school authorities, in consultation with the Manager of Transportation, or designate, so that parents can be informed of the circumstances and location of their children.
- 3.7.4 A bus driver who cannot complete the morning route shall inform the bus monitor, all parents on the route, and the Manager of Transportation, of the decision. The Manager of Transportation, will inform the principal of the school and the Superintendent or designate.

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- 3.8 Upon suspension of school bus service as confirmed by the Manager of Transportation, or designate, the bus operator shall implement telephone fan-out notification of other school bus operators.
- 3.9 Principals shall include a copy of these regulations in their school newsletters no later than November first of each school year.
- 3.10 During the period November 15 to March 30 of each school year, parents shall ensure that their children who are school bus passengers, have, on their person, proper outerwear, headgear, mitts and footwear. The principal of each school shall ensure that all parents are made aware of the requirement. The Manager of Transportation, will ensure that all school bus operators are familiar with this requirement.
 - 3.10.1 A school bus driver who has concerns about proper outerwear shall first address this with the student. If the situation is not resolved, the driver shall contact the parent(s)/guardian(s). If this process is not successful, the driver is to refer the matter to the principal for further action.
- 3.11 A decision by the Superintendent or designate to suspend school bus service shall be communicated through a number of different media outlets immediately after the decision to suspend bus service is made. The Manager of Transportation will ensure notification of school bus service suspension is made through the following official communication channels:
 - 3.11.1 radio stations CFCW, CHED, radio CBC and CISN; The Division website;
 - 3.11.2 television stations Global and City TV, and
 - 3.11.3. the Division website

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- 3.12 Schools shall remain open when school bus services are suspended by the Superintendent or designate, and will receive students who are conveyed to school by their parents. Parents, who have brought their children to school on days when school bus services are suspended because of inclement weather or hazardous road conditions, will be responsible for picking up their children at the end of the school day.
- 3.13 The school shall advise parents to make alternate arrangements for accommodating their children in the event school is dismissed early.
 - 3.13.1 If the parents/guardians cannot be contacted, the students remain at school under adult supervision, as arranged by the principal, until accommodations can be found.

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