

Can I Ride the Bus?

DISTRICT SCHOOL BUS ELIGIBILITY CRITERIA AND REGISTRATION PROCEDURES

Comox Valley Schools provides transportation for students to and from their catchment school under certain provisions.



WALK LIMITS

All Elementary ages, K-7: 1.6 kilometer limit
All Secondary ages, G 8-12: 4.0 kilometer limit

Students residing within limits are not eligible for bus transportation.

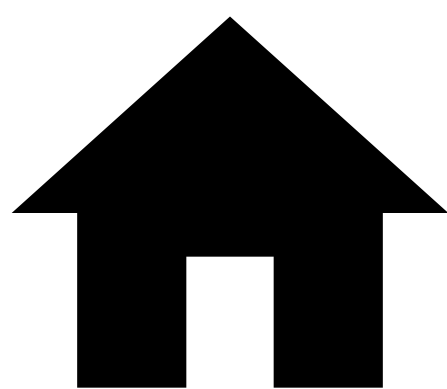
ELIGIBLE RIDERS

Access to school bus service is provided to eligible riders in accordance with

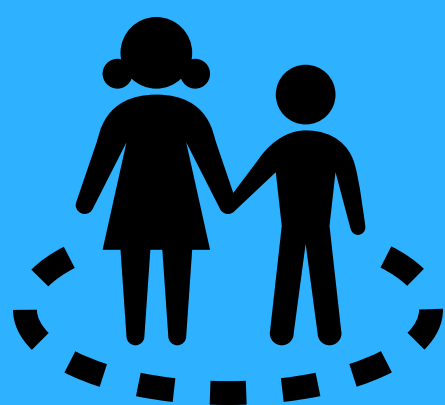
Administrative Procedure - Student Admission and School Choice.

Eligible riders are defined as students residing within their school catchment area and whose homes are situated beyond the designated walk limits.

Eligible riders will be required to walk to the nearest bus stop for pick-up.



CATCHMENT AREA CHILD



Of school age residing in catchment of their neighbourhood school. A school-age student residing outside their school catchment but a resident within the school district are a **non-catchment area** child. Students who transfer to a school outside their catchment area are not entitled to bus transportation or transportation allowance.

BUS PASS

Bus passes are issued by a student's school at the start of the school year or within 7-10 days of applying for bus transportation. Students must display their pass to the bus driver each time they ride.

If a bus pass is lost/stolen, notify the school's administration office. A small fee may be charged for a replacement pass.

Bus schedules are updated annually and can be found on the **School District's website.**



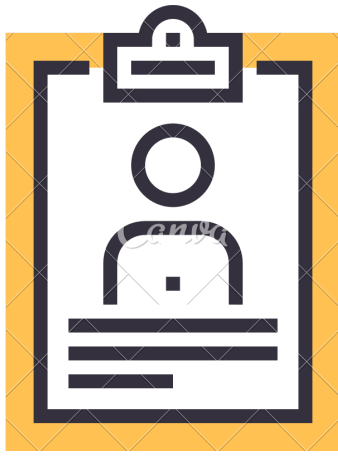
Regular Pass - for eligible riders;

Courtesy Pass- Ineligible rider meeting criteria or eligible rider requiring child-care drop-off/pick-up provisions as disclosed at time of registration; or

Temporary Pass - awaiting issue of a Regular or Courtesy pass.



REGISTRATION FORM



New students, students who have a changed address and district students who now meet the eligibility requirements are required to fill out an **Bus Transportation Form** available the district website.

Each form allows up to three (3) applicants. Fill out an additional form for any extra names.

Clearly indicate on the form the **AM** and **PM** bus route numbers. Routes can be found in the **Bus Routes document** on the website.

Include your home address and mailing address (if different).

Print clearly. Sign and date the form once completed.

Please note that students progressing from elementary school to a middle/secondary school within the same catchment are not required to submit a new Bus Transportation Registration form unless they have changed their address within their catchment.

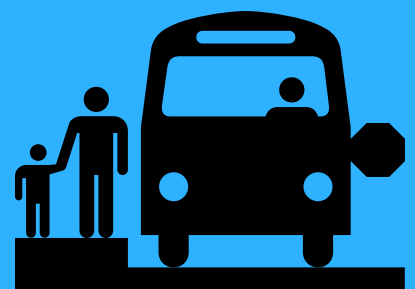
Registration forms can be or dropped off at any school office within the district or forwarded to (by mail or in person):

**Bus Registration
Comox Valley Schools
Board Office
607 Cumberland Road
Courtenay, B.C.
V9N 7G5**

INELIGIBLE RIDERS

Students residing within walk limits or who reside outside their school's catchment area and attend a non-catchment school are considered **Ineligible Riders**.

An ineligible rider may apply annually for a **Courtesy Pass**. Students will be notified in October if they have been approved once a head count of eligible riders has been completed.



Courtesy riders are required to walk to the closest bus stop. The school district will not create any new bus stops for courtesy riders.

Pick up of courtesy riders will be along bus routes already established for eligible riders and only where there is capacity available on the bus. Priority for courtesy riders will be as follows:

- **1st** priority - students who live furthest away from their attending school.
- **2nd** priority - students whose siblings have been granted ridership privileges, if the pickup and final destination are the same.
- **3rd** priority - the youngest student if all other factors are equal.

Transportation granted to a non-eligible student rider in one school year, is not guaranteed for the following school year. At the start of each school year, new students considered an eligible rider will take priority over all other students.