

Administrative Application	
Support Services 5310 Cancellation of Student Transportation	Last Reviewed / Approved on:
	August 14, 2024
	References:
	Environment Canada Saskatchewan Highway Hotline Administrative Applications 5300 – Transportation of Students 5301 – Specialized Transportation for Students with Intensive Needs 10510 – Severe Weather – School Closure Policy 12 – Role of the Director Policy 16 - Transportation
Status:	Operational

Preamble

The Regina Catholic School Division (RCSD) expects transportation to operate as scheduled under most weather and urban travel conditions usually experienced in Saskatchewan. The safety of students and safety of drivers is the overriding consideration when a decision is made to delay, alter or cancel transportation service.

There should be very few occasions when severe weather and adverse operating conditions affect transportation services, however, when these conditions arise, service may be delayed, altered or cancelled.

Severe weather and adverse operating conditions include, but are not limited to:

- high winds
- poor visibility
- extremely cold temperatures
- high wind chill factors
- blizzards
- snowdrifts, deeply rutted or snowbound roads
- torrential rain, flooding, mud

Application

1. **Cancelling Transportation Services**

The decision to cancel transportation is made jointly by the Transportation Service Providers, Regina Public School Division and Regina Catholic School Division.

- **Para Transit** buses are cancelled for the entire day when Environment Canada reports the temperature with wind chill at **6:00 a.m. is minus 40 degrees Celsius or colder.**

- Transportation services are cancelled for students requiring a specialized hydraulic lift for the entire day when Environment Canada reports the temperature with wind chill at **6:00 a.m. is minus 40 degrees Celsius or colder.**
- **All transportation services** are automatically cancelled for the entire day when Environment Canada reports the temperature with wind chill at 6:00 a.m. is minus 45 degrees Celsius or colder.

2. **Parents/Guardians/Staff Notification**

RCSD will communicate that transportation has been cancelled by utilizing parent/guardian and staff contact information, social media, and local TV and radio media.

RCSD may use the following methods of communication:

- a. First View
- b. Email
- c. Phone / Text
- d. RCSD website: www.rcsd.ca
- e. Edsby

3. **Alternate Arrangements**

Parents/guardians whose children are transported to school using the school division transportation services are responsible for monitoring winter weather conditions and for having an alternate plan if the transportation service is cancelled due to severe weather or adverse operating conditions.

Parents/guardians should ensure their child is familiar with an alternate plan. If parents/guardians believe there is a risk of harm before their child gets on the school bus (severe weather), it is the parent/guardian's responsibility to arrange for a safe way for their child to meet the school bus or seek alternate shelter. If transportation is cancelled, it is the parent/guardian's responsibility to make alternate arrangements to get their child to and from school safely.

4. **Cancellation of Transportation Services During the Day**

In the event transportation services are cancelled for the return trip home at the end of the day, the school division's Transportation Officer works with the Operator to communicate this information to the media as outlined above. Students will remain at the school until a parent/guardian picks them up from school.

In the case of students who are transported to school under specialized or ParaTransit transportation, the school division's Transportation Officer will work closely with the service providers to arrange for pick-up if possible.

In high school, if the weather is so severe and/or students cannot drive their cars home they should return to the school until a parent/ guardian can be contacted. Students should not attempt to walk home unless parental permission has been granted.

5. **Out-of -City Bus Travel – Extra-Curricular Activities**

In the event that impending weather of a severe nature might prohibit out-of-city travel for extra-curricular or activities, the school administration should consult with their School Superintendent to determine the appropriate plan of action.

Depending on the impending weather situation, considerations for this plan will include the consultation with the Saskatchewan Ministry of Highways and the highway hotline which outlines the highway travel conditions.

Safety of our students is the overriding consideration when a decision is made to delay, alter or cancel student travel. However, out-of-city travel will not occur when the road conditions are deemed unsafe as indicated on www.saskatchewan.ca/highways, specifically travel not recommended and road closed.