

STRAIT REGIONAL SCHOOL BOARD <i>Excellence in Lifelong Learning</i> POLICIES AND GUIDELINES	TRANSPORTATION	IX-C-2
	Contract Services	
	AUTHORIZATION OF CONTRACT SERVICES	
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Reviewed:		
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AUTHORIZATION OF CONTRACT SERVICES

GUIDELINES

1. Students with special needs

1.1 The Board's transportation department is responsible for the administration of the contract conveyance operation.

1.2 Requests for contract services for students with special needs will be made to the Assistant Coordinator of Transportation by an authorized representative of the Board's Programs and Student Services department. It is expected that the needs of the student will first have been evaluated by teachers, parents and the school administration, and a recommendation prepared. The recommendation will include:

- the type of transportation needed (bus, car, van);
- information on the need for wheelchair lifts, seat belts, or other devices;
- any information on the nature of the disability which may be a pertinent to the type of transportation provided.

Those responsible for the student's program will notify the transportation office of any changes in transportation requirements that may be necessary throughout the school term.

1.3 The duties and responsibilities of the contractor will be specified in an agreement. The Board's transportation managers will be responsible for informing contractors and parents, at or prior to the start of each new school term, of the policies and procedures that are in place for contract conveyance.

1.4 The Board will provide payment to contractors under this policy in accordance with rates for contract conveyors as approved from time to time by the Board.