

## **1. Policy Information**

Section: Alternative Transportation – Courtesy Seats  
Document Type: Eligibility  
Policy Name: TE07 Alternative Transportation – Courtesy Seats

## **2. Rationale**

The Simcoe County Student Transportation Consortium (SCSTC) policy for Alternative Transportation – Courtesy Seats provides the guidelines used to accommodate courtesy riders and determine the assignment of courtesy seats.

## **3. Policy Statement**

It is the policy of the SCSTC to follow Member District School Boards' policies and procedures that relate to assigning approved courtesy seats.

## **4. Overview**

4.1. Simcoe County District School Board (SCDSB) schools only:

4.1.1. A courtesy rider is an out-of-attendance area student who has been approved to ride a commuter or program vehicles

4.1.2. Assignment of Courtesy Seats:

4.1.2.1. The number of seats available for courtesy riders will be determined approximately the end of September. Courtesy seats available will also be determined as early as possible at the beginning of semester two.

4.1.2.2. A courtesy rider may only be assigned to occupy a seat on a school purpose vehicle if:

4.1.2.2.1. the seat is not required by a student who is eligible for transportation (as per SCSTC Policy TE01- Transportation Eligibility);

4.1.2.2.2. from an existing stop on an existing route; and

4.1.2.2.3. there is no incremental cost.

4.1.2.3. A courtesy rider may at any time lose their seat:

- 4.1.2.3.1. to someone who is eligible for transportation;
- 4.1.2.3.2. due to the elimination of, or changes to, vehicle routes; or
- 4.1.2.3.3. the school Principal, due to issues of student behaviour of safety, may revoke transportation at any time.

4.1.3. Courtesy seats for elementary students:

- 4.1.3.1. Out-of-attendance area elementary school students are permitted on commuter buses and program buses only if the bus delivers the student directly to the elementary school they attend, due to the need for supervision.
- 4.1.3.2. Parents and/or guardians may apply through the school Principal for the use of an empty seat on a commuter or program bus.
- 4.1.3.3. Approved courtesy seats apply for the balance of the school year. Application and approval for courtesy seats must be completed annually.

4.1.4. Courtesy seats for secondary students:

- 4.1.4.1. Out-of-attendance area secondary school students may apply to the school Principal for the use of an empty seat on a commuter bus or program bus.
- 4.1.4.2. Approved courtesy seats apply for the balance of the semester. Application and approval for courtesy seats must be completed each semester.

4.2. Simcoe Muskoka Catholic District School Board (SMCDSB) schools only

- 4.2.1. The SMCDSB will assume no obligation to provide transportation for students who have chosen to attend out-of-attendance area schools.
- 4.2.2. The responsibility for transporting the student to and from the school rests entirely with the student or the legal parent and/or guardian of a student under 16 years of age.

## **5. References**

SCDSB APM – A1225

SMCDSB Policy GP – 13 – Transportation

SMCDSB Policy GP – 15 – School Boundaries and Boundary Exemptions

SCSTC Policy TE01 – Transportation Eligibility

SCSTC Policy TE06 – Out-of-Attendance Area Students.

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