

Policy Adopted: February 2004
Revision Date: March 2026
Responsibility: Superintendent of Business Services

1. Objective

To support and regulate the efficient provision of transportation services to eligible students of the Halton District School Board ("HDSB).

2. Policy Statement

- 2.1. The HDSB is committed to supporting the safe and efficient provision of transportation services to eligible students attending HDSB schools, to be provided through Halton Student Transportation Services (HSTS), which is a consortium that consists of the two member boards, the HDSB and the Halton Catholic District School Board.
- 2.2. The HDSB will provide transportation for registered Halton District School Board pupils due to distance eligibility, school board-approved programs, hazardous walking conditions, physical disabilities or as otherwise determined by HDSB staff.
- 2.3. Transportation privileges may be withdrawn at any time if student responsibilities in HSTS Operating Procedures HS-2-002 are not met.
- 2.4. The following distances determine eligibility for home to school transportation:

Urban Areas:

Grades K-8	more than 1.6 km
Grades 9 - age 21	more than 3.2 km

Rural Areas:

Grades K- age 21	more than 1.6 km
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- 2.5. All distance measurements for transportation purposes will be calculated by HSTS, in accordance with HSTS Operating Procedure HS-3-013 - Distance Measurement. Runs and routes are to be reassessed annually, and notice given, in accordance with HSTS Operating Procedure HS-3-008.

- 2.6. An appeal process will be used in cases where a parent/guardian of a student who is eligible for transportation disagrees with the way in which policies and procedures have been applied by HSTS. This process does not apply to students that do not meet the distance criteria set out in the school board's Transportation Policy., This is outlined by HSTS Operating Procedure HS-3-014 - Process for Appealing Decisions.
- 2.7. The HDSB recognizes it may be necessary to alter transportation services as a result of safety or operational concerns, or in order to accommodate the validated needs of students and/or their parent(s)/guardian(s) because of their identification with a ground or grounds under the Ontario Human Rights Code. Transportation exemptions are temporary and reviewed annually.
- 2.8. HSTS is to complete a bell time review on an annual basis to identify efficiencies to runs and/or routes, which is to adhere to HSTS Operating Procedure HS-3-015.
- 2.9. HSTS is to provide on its dedicated website (www.haltonbus.ca) information on its operating procedures pertaining to: transportation eligibility, roles and responsibilities, operating guidelines, emergency procedures, and accessible transportation.
- 2.10. It is acknowledged that several providers under the management of HSTS utilize video surveillance as part of its operations for the safety of students, operators, and the general community. Any video surveillance utilized as part of the services provided by a Third Party are to adhere to the Board's applicable policies.

3. Scope

This policy applies to eligible students attending schools within the jurisdiction of the HDSB and served by the HSTS.

4. Guiding Principles

- 4.1. The HDSB understands there are conditions which warrant provision of transportation for certain eligible students, or as a result of safety concerns determined by HSTS,

- 4.2. The HDSB understands that parents/guardians share in the responsibility for the safety and welfare of their children, and realizes that an appeal process should be available to resolve disagreements,
- 4.3. The HDSB recognizes that transportation services are provided for eligible students as a privilege, rather than as a right,
- 4.4. The HDSB provides transportation services in the most safe, cost-effective and economically feasible manner possible.
- 4.5. The HDSB is committed to communicating with parents/guardians in a timely manner any:
 - 4.5.1. transportation changes that may occur, including changes to eligibility and annual exemption reviews.
 - 4.5.2. transportation delays or cancellations that may occur during the course of the school year.

Related Board Policies and Governance Procedures

Safe and Accepting Schools
Privacy and Information Management
Equity and Inclusive Education

Related Board Administrative Procedures

1. Daily Sessions/School Start and End Times Administrative Procedure
2. Video Surveillance Administrative Procedure
3. [Halton Student Transportation Services – Operating Procedure HS-1-002 – Transportation Eligibility](#)
4. [Halton Student Transportation Services – Operating Procedure HS-1-003 – Eligibility Factors](#)
5. [Halton Student Transportation Services – Operating Procedure HS-1-004 – Courtesy Seats](#)
6. [Halton Student Transportation Services – Operating Procedure HS-1-008 – Transportation Eligibility Reassessment](#)
7. [Halton Student Transportation Services – Operating Procedure HS-3-013 –Distance Measurement](#)
8. [Halton Student Transportation Services – Operating Procedure HS-3-014 – Process for Appealing Decisions](#)
9. [Halton Student Transportation Services – Operating Procedure HS-3-015 – School Bell Times Review](#)

Related Legislation and Industry Documents

Education Act
Ontario Human Rights Code

Policy Due for Review: March 2029

Revision History

- March 2026 (M26-021) - Type of Review: Comprehensive
 - Changes made have the intent of aligning with co-terminous board policies, removal of reference to distance measurement methodology, reliance on HSTS Operating Procedures, and additional clauses added to make reference to the necessary HSTS Operating Procedures.
- September 2023
- June 2023
- 2020
- 2014
- 2013
- 2010
- 2008