

To: Parents/ Guardians of Central Region
Fr: Gord Barbour, Manager, Student Transportation

Re: Courtesy Seating Protocol

Date: May 4th, 2018

In order to ensure we are providing the most efficient, effective and equitable service for our students and school communities, the Newfoundland and Labrador English School District is reviewing current bussing practices to make sure we are adhering to Provincial Government guidelines.

The District is aware that in some areas of the province, there has been a practice of altering bus routes within the 1.6 km, family responsibility zone to accommodate as many non-eligible bus students as possible. Please be advised that the District must operate within [the guidelines outlined by the Department of Education and Early Childhood Development](#).

Therefore, this memo is to inform you that as of Sept. 2018 the District will be planning bus stops and routes that will strictly adhere to Department Policies and the District's [Courtesy Seating Protocol](#). The guidelines relating to this are listed below:

1. Development of school bus routes to minimize distance and time students have to travel to the nearest accessible school
2. There should be no bus stops located inside the 1.6 km family responsibility zone for the school
3. Only eligible students, those residing 1.6 km or greater from their zoned school, will be considered when developing bus routes
4. Students residing inside the family responsibility zone can apply for a courtesy seat. If approved, the student must avail of a bus stop that is located further than 1.6 km from their zoned school. Please note that courtesy seat applications can take up to 6 weeks to approve.

While we apologize for any inconvenience this may cause, it is our hope that by providing this information well in advance, families can make alternate arrangements.

Maps outlining the family responsibility zone will be provided to your school in the coming weeks.

If you have any questions relating to the Courtesy Seating Protocol, or your child's eligibility for transportation, please refer to our Central Public Enquiry Form located at: <https://www.nlesd.ca/schools/busing/index.jsp>. This webpage also provides further information on the overall student transportation efforts of the District, as well, for those who may be interested.

Gord Barbour
Manager of Student Transportation (Central)

