



Quw'utsun Syuw'entst Lelum'
 5744 Allenby Road Duncan, BC V9L 5J1
 Telephone (250) 715-1022 Fax (250) 715-1023

SCHOOL BUS REGISTRATION FORM FOR THE SCHOOL YEAR
 September 2019 – June 2020

Student's Personal Information:

LAST NAME	FIRST NAME	MIDDLE NAME OR INITIALS
Band Name:		Band Number:
Birth date: Month:	Day: Year:	Sex (circle): <input type="radio"/> Female <input type="radio"/> Male
Medical Alert: Yes No		If Yes, please describe:
<i>E.g. allergic to penicillin/bee stings</i>		

Parent(s) / Guardian(s) Name(s):

Street Address

Mailing Address (Complete) :

Email @

Main Contact: Work / Alternate:

Note Caregiver's information is required only if your child (Ren) are cared for before and/or after school.

Caregiver's Name: Phone

Caregiver's Street Address

Emergency Contact: Phone

(Other than Parent/Guardian)

Name of School: Grade:

Start date for riding the School Bus: Month: Day: Year:

THIS SECTION FOR OFFICE USE ONLY:	
Bus Stop Location address:	Bus
	Driver A.M.
Bus Stop Location address:	Bus
	Driver P.M.

PARENT DECLARATION: I confirm that I have read and understand the three-page TRANSPORTATION GUIDE PACKAGE. I understand that failure to comply with these rules may result in penalties and/or the loss of school bus riding privileges.

X _____
 PARENT/GUARDIAN SIGNATURE

 DATE



Disciplinary Process

Cowichan Tribes *Qw'utsun Syuw'entst Lelum'* has a Student Behavior Policy to follow when student misbehave. The disciplinary guidelines are as follows:

OFFENCES	ELEMENTARY STUDENTS	SECONDARY STUDENTS
FIRST	Verbal warning by Bus Driver.	Verbal warning by Bus Driver.
SECOND	Written warning.	Written warning.
THIRD	Suspension of privileges for 2 school days.	Suspension for privileges for 5 school days.
FOURTH	Suspension of privileges for 5 school days.	Suspension of privileges for 15 school days.
FIFTH	Suspension of privileges for 15 school days.	Suspension of privileges for the remainder of the school year.
SIXTH	Suspension of privileges for the remainder of the school year.	

→ Vandalism – Suspension involving vandalism will not be lifted until reimbursement has been received.

→ In serious instances, disciplinary action could include suspension from school attendance *and/or* permanent suspension of bus riding privileges.

Transportation Guide Package

Cowichan Tribes
Qw'utsun Syuw'entst Lelum'



Transportation Regulations

1. Transportation to and from school by bus is provided by Cowichan Tribes only as outlined herein, except when specifically approved by the resolution of the Chief and Council.
2. Transportation of students is based on provincially established eligibility walk limits. Students who live outside these walk limits are funded for transportation by the provincial government and are defined as "bonafide riders" by the Cowichan Tribes. Students who live within the walk limits are not funded for transportation and are defined as "optional riders."
3. In addition, students who have been **directed** by the Cowichan Valley School District Board of Trustees to attend an school/program other than their home school are considered bonafide riders. Students who **choose** to attend a school other than their home school are considered optional riders.
4. Optional riders may be transported to and from school only if there are spare seats on a route established for bonafide riders.
5. When requests for transportation by optional riders exceed the space available, priority will be given based on the student's grade placement and distance from the school. Preference will be given to children in Kindergarten to Grade 3.
6. **All** students who plan to ride the bus **must register** with the transportation department **each year**.

What can I carry on the bus?

One of the most frequently asked questions at the Cowichan Tribes transportation department is, "What can I carry on the bus?" For safety reasons, not to mention limited space, the Tribes must limit what students can carry on the bus. Please note that:

- ◆ Any item of a size or nature that is considered hazardous to other passengers or may cause damage to the vehicle shall not be carried on the bus. This includes sports equipment such as hockey sticks and skateboards. The decision as to what is hazardous is at the discretion of the bus driver.
- ◆ Musical instruments will be carried on Cowichan Tribe's school buses only if the size does not exceed that of an alto saxophone. Oversized instruments such as guitars and trombones will not be carried.
- ◆ Personal belongings are to be held in the student's lap and may not extend into the aisle.

Transportation Guide Package

The Rules

The responsibility of operating a bus in city traffic and on the highway is tremendous. In addition to observing the traffic and driving regulations, bus drivers supervise as many as 84 active youngsters. For the safety of your child, please review the following bus rules and encourage your child to do the same. Our common goal is to transport students to and from school in the safest possible manner. Your assistance as a parent/guardian in ensuring the following guidelines are followed is appreciated.

STUDENT RESPONSIBILITY

1. Students will show care, courtesy, common sense and respect for each other, the school bus driver and all adults.
2. The driver shall be in complete charge of the school bus. Directions must be followed promptly and courtesy. In the event of an emergency student are to remain in the bus unless instructed otherwise.
3. Students are to remain properly seated at all times, and remain seated until the bus comes to complete stop. Students will not extend any part of their body out of the windows.
4. Students are to avoid behavior, which may divert the driver's attention. Horseplay and objectionable language will not be tolerated.
5. Personal belongings are to be held in the student's lap and may extend into the aisle. Any item of a size or nature, which is considered hazardous, shall not be carried on the bus.
6. When crossing the roadway, students shall only cross in front of the bus.
7. Consumption of food/beverage is not permitted. Students are to assist in keeping the bus clean at all times.

PARENT/GUARDIAN RESPONSIBILITY

1. Ensure students are ready to board the bus on time. At least five minutes before scheduled arrival of the bus.
2. Instruct students in proper behavior while waiting for the bus.
3. Instruct the students that they are to ride only the bus for which they are registered. Students shall ride to and from the designated bus stop.
4. Any item of a size or nature that is considered hazardous to other passengers or may cause damage the vehicle shall not be carried on the bus. Musical instruments will be carried on Cowichan Tribes school buses only if the size does not exceed that of an alto saxophone. Oversized musical instruments such as guitars and trombones will not be carried.
5. Familiarize yourself and student(s) with code of conduct for students traveling on the school bus. Failure to abide by the rules of good conduct may result in the loss of bus riding privileges.
6. Parents/Guardians of young children (K-3) or children with disabilities must be at the designed bus stop waiting for their child **five (5) minutes prior** to scheduled drop off time.
 - A. If you are not at bus stop when your child arrives, bus riding privileges will result in suspension for **one (1) days** initially.
 - B. If this becomes an on-going issue, your child may lose bus riding privileges for a longer period.