



**Qw'utsun Syuw'entst Lelum'**

5744 Allenby Road Duncan, BC V9L 5J1

Telephone (250) 715-1022 Fax (250) 715-1023

Email to: Darin.George@cowichantribes.com

Transportation.clerk@cowichantribes.com

**SCHOOL BUS REGISTRATION FORM FOR THE SCHOOL YEAR  
September 2020 – June 2021**

LAST NAME	FIRST NAME	MIDDLE NAME OR INITIALS
Band Name: _____ Band Number: _____		
Date of Birth: 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)' and/or Guardian(s)' Name(s): \_\_\_\_\_

Street Address:  \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email Address:  \_\_\_\_\_

Home:  Work:  Cellular:

Messages:

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

Caregiver's Name: \_\_\_\_\_ Telephone:

Caregiver's Street Address : \_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_ **Telephone:** :  
*(other than Parent/Guardian)*

**Name of School:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

<b><u>THIS SECTION FOR OFFICE USE ONLY:</u></b>	
Bus Stop Location address:	Bus _____ Driver _____ A.M. _____
Bus Stop Location address:	Bus _____ Driver _____ P.M. _____

Attached is a copy of the **TRANSPORTATION REGULATIONS** for students riding Cowichan Tribes school buses. Please read carefully and keep this copy for yourself. Your signature indicates that you and your child are aware of and will abide by the rules. Failure to comply with these rules may result in the loss of riding privileges on the school buses.

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
DATE

**TRANSPORTATION DEPARTMENT**  
 2020-2021  
**DISCIPLINARY GUIDELINES**

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

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

- Vandalism – Suspension involving vandalism will not be lifted until restitution has been made and payment in full of a minimum repair cost \$90.00 payable by Parent or guardian.
- Please note, in serious instances that disciplinary action may include suspension from school or permanent suspension of bus riding privileges.

## Transportation Regulations

### Cowichan Tribes *Quw'utsun Syuw'entst Lelum'*

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 “bona fide riders” by 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 a school/program other than their home school are considered bona fide 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 bona fide 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?

Cowichan Tribes for safety reasons. 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.

**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 one another, as well as the school bus driver at all times
2. The driver shall be in complete charge of the school bus. Directions must be followed promptly and respected. In the event of an emergency student are to remain on the bus, unless instructed otherwise.
3. Students are to remain properly seated at all times, and stay 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 behaviour which may divert the driver's attention from the road. Horseplay and objectionable language will not be tolerated.
5. Personal belongings are to be held in the student's lap and may not extend into the aisle. Any item of a size which is considered hazardous, shall not be carried onto the bus
6. When crossing the roadway, students must always 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 5 minutes before scheduled arrival of the bus.**
2. **Instruct students in proper behaviour while waiting for the bus.**
3. **Parents/Guardians of young children (K-3) or children with disabilities must be at the designated bus stops waiting for their child/children 5 minutes prior to scheduled drop off time.**
4. **If parents/guardians is not at the bus stop when the child arrives, bus riding privileges will result in suspension for one (1) day.**
5. **If this becomes an ongoing issue, the child may lose privileges for a longer period.**
6. **Any item of a size that is considered hazardous to the other passenger or may cause damage to the vehicle will not be carried onto the bus. Musical instruments will be carried on the Cowichan Tribes buses only if the size does not exceed that of an alto saxophone. Oversized musical instruments such as guitars and trombones will not be accepted on the bus.**
7. **Familiarize yourself and the students with the code of conduct while travelling on the bus. Failure to abide by the rules of good conduct may result in loss of riding privileges**
8. **Instruct the students that they are to ride only the bus they have been registered. Students will ride to and from the designated bus stop.**