



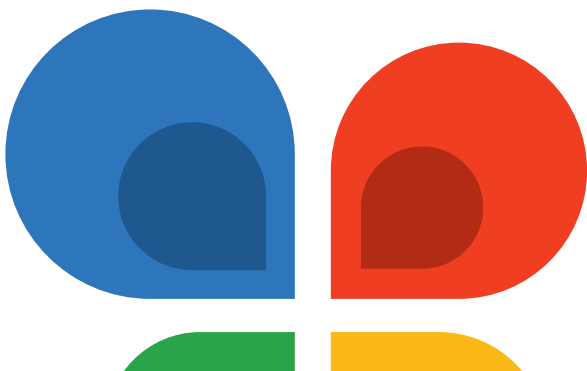
2022 - 2023
Bus Handbook

Greater St. Albert
Catholic Schools



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Please note applying for busing is a separate registration from your school application. To Apply for busing please use the following link: [Parent Portal](#)
Go to Online Forms and requests then choose the Bus Application Form

	<p>Click on Log In</p>
	<p>Log In or create a NEW account to access our online forms and requests</p>
	<p>Under Parent you can update and add your student's information by going to my students. Access the Bus Application under Online Forms and Requests.</p>

New families to the Division applying for transportation, please access the Online Forms and Requests located on the main page banner under **PUBLIC** to access the bus application for

If you do not know your child's Alberta Education ID # please fill in the AB ED ID field with 000000000. This will only work for a **NEW** student who is not already in the system.

Example Below

Greater St. Albert Catholic Schools	Bertha Kennedy Catholic School	1
Student Last Name	Student First Name	Birth Date
DOE	JOHN	2007-09-01
Alberta Education/ID #:		

If you need assistance, please call the transportation department at 780-459-7711



How to Cancel Your Child's Busing

Step 1. Complete and submit the online Bus Cancellation form in Parent Portal

Step 2. Return your child's bus pass to the school office to return to Transportation

Please note that notification of cancellation can only be made by the above 2 steps being completed.

The notification of a bus driver or the child not riding the bus or not scanning does not constitute cancellation and will not result in a reduction of fees or a refund.

Cancellation has been communicated only upon completion of step 1 & step 2. After cancellation is completed transportation will evaluate if the student is eligible for a refund or reduction of the fees assigned to your child's School Cash online account.

Will I receive a refund?

1. If your child is remaining in the Division and will no longer need to take the bus you may be refunded full months remaining if the following is met:
 - a) You have completed and submitted the required bus cancellation form prior to the last day of January of any given school year.
 - b) The bus pass has been returned to transportation via your child's school.
2. If your family is moving from the Division to attend another school outside of the Division, once both the physical bus pass and form has been submitted through the Parent Portal, you **MAY** be refunded full months remaining in the year





2022/2023 Fee Schedule below.

URBAN K-12 Pass	
Individual over 2.4 KM to designated school	\$313.00
Individual under 2.4 KM to designated school	\$345.00
* Access to 2nd bus fee	50% of applicable fee
Family (3 or more)	\$960.00
Cross Boundary (Contact us for information)	\$485.00
Cross Boundary Access to 2nd bus	\$243.00
Replacement pass	\$ 15.00

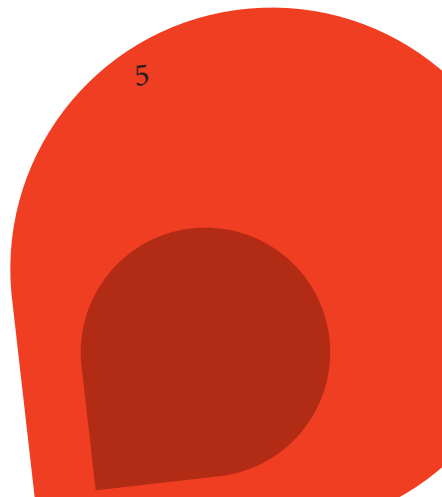
RURAL K-12 Pass

Individual over 2.4 KM to designated school	\$255.00
Individual under 2.4 KM to designated school	\$345.00
*Access to 2nd bus fee	50% of applicable fee
Family (4 or more)	\$960.00
Cross Boundary (Contact us for information)	\$485.00
Cross Boundary Access to 2nd bus	\$243.00
Replacement pass	\$ 15.00

Please Note:

Kindergarten noon transportation will be provided to only those schools who have five (5) or more students registered in a.m kindergarten requesting noon transportation

* Cross Boundary and Out of Division families are not eligible for family fee rates.





INCLEMENT WEATHER

Background

The Division believes that, schools should remain open during inclement weather; however, it recognizes that weather conditions may result in school closures, early dismissals and/or adjustments in regular bus schedules.

Guidelines

1. The Superintendent or Secretary-Treasurer have the authority to suspend school bus service and/or close schools in the Division when weather conditions constitute a hazard to the safety of students and staff.
2. Parents and school bus operators shall be advised annually of the procedures used when the suspension of bus services, early dismissal or school closure is necessary. Parents are to be asked to listen to local radio broadcasts and check the Division's website at www.gsacrd.ab.ca for up-to-date information regarding the cancellation of bussing.
3. A rural school bus operator shall not operate the school bus if, in his/her opinion, road or climatic conditions are of a nature that would make the operation of the bus hazardous to the safety and well being of the school bus passengers.
4. Parents shall ensure that their children who are passengers on a school bus are properly dressed in accordance with prevailing or potential weather conditions.
5. During inclement weather which forces the cancellation of rural bus operations only, schools will remain open.
6. Staff are expected to be in school on days when schools are closed for students, except when roads are impassable or public transportation facilities are suspended. Staff members are asked to listen to local radio broadcasts for precise information. Special arrangements may be required on days when Alberta Education diploma and achievement tests are scheduled.
7. In extreme weather conditions, the final decision to send a child to school or to the bus rests with the parents even though buses and schools may be operating.

Procedures

1. The Superintendent of schools, or designate, shall direct a Division-wide suspension of rural school bus service in every instance where, in his/her opinion, climatic and/or road conditions constitute a significant hazard to the safety and well being of school bus passengers.

1.1 Road conditions on Highway 2, designated as "POOR" by AMA – Edmonton Region Road Reports may constitute a significant hazard to the safety and well-being of school bus passengers, and may result in cancellation of service.

2. Rural school bus service shall be suspended on all days which the forecast temperatures in the affected area is equal to or colder than minus forty (-40) degrees Celsius (including wind chill).

2.1 The temperature shall be that forecast by Environment Canada. The visibility shall be less than 1 kilometer, as determined by Environment Canada.

3. A school bus operator shall not operate the school bus at the start of a school day if, in his/her opinion, road or climatic conditions in his/her area of service are of a nature that would make the operation of the school bus unsafe.

3.1 Whenever a school bus operator decides, at the beginning of a school day, that he/she will not operate his school bus, he/she shall immediately notify the director of transportation services, the Principal of each school to which he/she provides service, and the parents of each child on the route of his/her decision.

3.2 Whenever a school bus operator determines that hazardous road or climatic conditions may arise during the course of a school day, he/she shall contact the Secretary-Treasurer or designate and request the release of students who ride on the bus. The school Principal shall release such students when requested by the Secretary-Treasurer/designate. The Principal of the school may call the Secretary-Treasurer/designate and request the bus contractor be contacted to release students due to hazardous conditions.

3.3 A school bus operator may determine during the course of the route that road or climatic conditions make it unsafe to continue on the route. In this circumstance, the school bus operator shall attempt to park the bus in a safe location off the traveled road allowance. He/She shall immediately attempt to establish radio contact with school authorities so that parents can be informed of the circumstances and location of their children.

4. Should a bus breakdown occur in the morning, the bus operator shall contact the Secretary-Treasurer or designate as soon as possible so that the message can be relayed to the schools.

5. Passengers will be required to have on their person, proper outer wear, headgear, mitts and footwear.

6. The Superintendent or designate will contact school administrators informing them of any cancellation.

7. The Principal is responsible for arranging for school staff to be available at the school during school closures to answer the phones and to provide reasonable measures for students to return home safely.

7.1 For those days when roads are impassable or public transportation facilities are suspended or weather conditions constitute a hazard to the safety of staff, the Principal will develop annually a plan that will identify which staff can be present at the school to receive students who arrive at a school to ensure a safe return to their home.

7.2 The Principal will communicate the plan to staff at the first staff meeting of each school year.

8. The supervisor of operations services will be responsible for ensuring that at least one member of the custodial or maintenance staff is available at each school and the Division office.

9. The Superintendent or Secretary-Treasurer is responsible for arranging for a staff member to be available at Division office to answer phones.

10. The Principal is responsible for informing parents and students about inclement weather procedures.

11. For all students accessing transportation services, the Secretary-Treasurer will advise parents/guardians the status of transportation operations and school closures via one or more of the following methods: automated phone notification system, radio, television, and/or website messaging. In each instance, these announcements will be made the preceding evening or between 6:00 a.m and 7:00 a.m. on the same day that bus services are to be suspended.

Announcements of any cancellations will be broadcast on the following radio and television stations:

- Television Stations: Global, CityTV, CTV
- AM Radio Channels: 630, 740, 840, 1260
- FM Radio Channels: 91.7, 92.5, 94.9, 95.7, 96.3, 97.3, 99.3, 100.3, 101.7, 102.3, 102.9, 103.9, 104.9, 107.1

It is recommended that two or more broadcasts be heard to ensure accuracy.

12. It shall be communicated to parents that it is very important they make advance, adequate provisions for their child(ren) in the event that weather or mechanical difficulties may:

- 12.1 Force suspension of regular bus service.
- 12.2 Cause early dismissal of students.
- 12.3 Result in a bus being more than ten (10) minutes late for a scheduled stop.

INCLEMENT WEATHER PROCEDURES

The Transportation Department would like to remind parents that Greater St. Albert Catholic Schools and its contractors strive to provide the best transportation service possible. The following are some safety tips for your consideration during inclement weather:

- Ensure your children are appropriately dressed for the cold weather in case the bus is unavoidably delayed or cancelled.
- Have a back-up plan to get your children to school in the event your bus does not arrive for your scheduled departure time. It is suggested that children wait no more than 10 minutes past the departure time at their stops before returning home.
- If parents drop their children off at their bus stop in the morning, it is suggested that parents wait with their children until the bus arrives.
- On mornings when weather conditions are poor, parents will receive an automated notification via telephone between 6:00 a.m. – 7:00 a.m. (and other times throughout the day/evening) of any announcements regarding delays or cancellations of bussing. Parents can also:

As the primary source of information, check the Division Parent Portal for notices when cancellations occur OR

listen to the following Radio stations:

- AM Radio Channels: 630, 740, 790, 880, 1260
- FM Radio Channels: 91.7, 92.5, 96.3, 97.3, 100.3, 103.9, 104.9 OR watch the following Television stations:
- Global, CTV OR
- parents can also obtain information directly by accessing the [Parent Portal](#).

St. Albert:

- Bus 1A - 35A: Cunningham Transport (1986) Ltd. – 780-458-3255
- Bus 40A, 42A - Southland Transport 780-455-8222
- all kindergarten in St. Albert; Cunningham Transport (1986) Ltd.– 780-458-3255

Morinville:

- M01, M06-M14 Southland – 780-455-8222
- M02-M05 Autobus Frechette - 587-985-3714
- Kindergarten: MK1 & MK2 -Southland – 780-455-8222

Legal:

- Bus L1, L2, L3 - Harold's Bus Lines 780-939-2067
- Bus L4, L5, L6, L7K – Southland 780-455-8222

In extreme weather conditions, the final decision to send a child to school or to the bus rests with the parents even though buses and schools may be operating

LARGE ITEMS ON THE SCHOOL BUS

Please be aware that large items cannot be transported on school busses.

According to the School Bus Operation Regulation (16) of the Motor Transport Act, large items cannot be carried on school busses unless they can be secured and do not block the aisles.

The School Bus Operation Regulation of the Motor Transport Act (437/86) states the following:
Luggage equipment and tools

16(1) When luggage, equipment or tools are carried on a school bus they shall not be carried in the interior of the school bus.

(2) Notwithstanding subsection (1), where it is not practical to carry luggage, equipment or tools other than in the interior of the bus they may be carried in the interior of the school bus if they:

- a. Are stored under the seats where possible
- b. Do not block the aisles or emergency exits, and
- c. Are stored, lodged or secured in such a manner so that they cannot be dislodged or move about when the brakes of the school bus are applied, during acceleration of the school bus or in the event of an accident involving the school bus.

(3) The person operating the school bus shall ensure that any luggage, equipment or tools carried on the school bus are transported in accordance with this section.

AR 437/86 s16

This means that Greater St. Albert Catholic Schools and their contractors are required to adhere to the regulations and policies regarding the safety and well-being of their students while riding on school buses. Tubas, trench horns, guitars, saxophones, trombones, hockey sticks, hockey bags, skateboards, curling brooms, etc., would not be allowed on the busses. Articles must be held on a student's lap, not go into the aisle, above the seat or into another student's space.

As seats are 39" wide and there are often three students to a seat, the article should not be more than 13" x 13" x 23".

This would apply to busses that regularly transport students to and from school on fixed runs.



PRE-KINDERGARTEN / PRE-SCHOOL AGE PROGRAMS TRANSPORTATION

The Board of Greater St. Albert Catholic Schools does not transport young students to pre-school age programs due to the following reasons:

1. School busses have been designed for school age children, not for young children (2 ½ to 5 years old).
2. The latest findings of NHSTA (National Highway Safety Transportation Administration) indicate that pre-school age children should always be transported in car seats.
 - a. Recent school bus crash tests with pre-school age children indicate that these young children always be transported in car seats.
 - b. Pre-school age children are too small for compartmentalization (see 3)
 - c. They often cannot climb up the steps onto the bus
 - d. They often cannot climb up into the seats
 - e. They cannot see out the window
 - f. They often do not stay in their seats
 - g. There can be management and safety problems if the students do not remain seated
 - h. School buses were never designed for these young children
3. School busses are designed using compartmentalization as the means of protection for school age children. This is information from Transport Canada:

“Federal standards currently call for high –backed seats made of soft, energy-absorbing materials to retain occupants in their place in the event of an accident. Information from all types of school bus collisions demonstrates that the current school bus design provides a high level of protection to occupants. Based on its accident research analysis, Transport Canada has determined that seat belts may actually adversely affect the safety of children on school buses. For example, school bus crash tests conducted by the department revealed that lap –belted occupants would be more likely to sustain serious head and neck injuries than would unbelted occupants in frontal collisions. The department also believes that combination lap and shoulder belts could pose problems, because they cannot be adjusted to safely restrain smaller children and any slackness could injure a child. In addition, these seat belts would require the presence of stiff seats for installation, which could cause injury to an unbelted child.” www.tc.gc.ca/roadsafety/bus/schoolbus/BUSBELTS_e.HTM

4. Adding seat belts to buses manufactured without them would not be CMVSA (Canadian Motor Vehicle Standards Association) approved and presents the following concerns:
 - a. The manufacturer of the school bus would have to be contacted to see if retrofitting lap belts is plausible and safe and that the installation is in accordance with the manufacturer’s specifications.

b. If a school bus is retrofitted with seat belts, the school bus owner must ensure that seat spacing is sufficient for the CSRS (Child Safety Restraint Seat) to be used. Compartmentalization calls for the bus seats to be spaced close together. If a seat belt/car seat assembly is used, the seats should be farther apart.

c. The school bench seat does not have the same construction due to compartmentalization than passenger cars have which are firmer to accommodate seat belts and car seats.

d. Car seats must be correctly installed, i.e. rear anchor points, and must be the correct size for the child's height and weight.

e. Someone must be responsible for ensuring the child is secured in the car seat and the car seat correctly installed according to the manufacturer's instructions. Due to the number of car seat manufacturers this poses a problem for drivers to be knowledgeable on all brands of
f. car seats.

g. No students should be placed in the seats directly behind students who have been secured.

h. A written safety plan must be in place on how to evacuate pre-school age children in CSRS in the event of an emergency.

5. The Alberta School Board Insurance Exchange provider for vehicle insurance, Lloyd Sadd, has indicated they highly recommend a monitor be assigned to the bus if it is transporting pre-school age children.

School Boards are not obligated to provide for the transportation of students to pre-school programs within their divisions. However, as there is some transportation funding available Greater St. Albert Catholic Schools will access the funding if parents wish to enter into a Transportation Agreement with the Board. A number of school divisions within Alberta are also reviewing their policies and procedures regarding transporting pre-school age children in school busses that are manufactured without proper tether attachment ready seats.

STUDENT CONDUCT

A safe ride depends on the bus driver being able to give his/her full attention to watching the road. Distractions and disturbance make it increasingly difficult for drivers to concentrate on safely transporting students to and from school.

Students riding on the bus must remember that they will be held accountable for their conduct on the school bus. Continued violation of any of these rules may lead to the loss of riding privileges.

1. The driver is in full charge of the bus and his/her directions must be obeyed.
2. The driver will report any misconduct to the school principal, who will take appropriate action.
3. Students must always scan their bus pass every day to board their assigned bus, and are only permitted to ride the bus they are registered to.
4. The driver may assign specific seats to students at any time. Kindergarten and Grade 1 students sit in the front seats.
5. Students must not extend arms or heads out of windows, try to get on or off the bus, or move around within it while the bus is in transit.
6. Students must not throw paper or other waste materials on the floor or out of the windows of the bus.
7. While on the bus, students must conduct themselves in a quiet and courteous manner, showing consideration for the comfort and safety of others.
8. Scuffling, fighting, eating, drinking, smoking and the use of obscene language on the bus are prohibited.
9. If the bus driver feels that student behavior on the bus is not allowing for the safe travel of the route, the driver will return the bus to the school of origin and contact transportation to have an administrator meet the bus when they arrive.
10. Students causing willful damage to a bus will be held fully accountable.
11. Articles that cannot be stored in a gym bag or backpack, such as snow skis, skateboards, tubas, hockey sticks, guitars, etc., will not be transported. Parents are responsible for the transportation of these items. Ice skates are to be in a gym bag or backpack with the blades covered. A plastic or paper bag is not acceptable.
12. Loose articles such as baseballs, golf balls or marbles cannot be transported on the bus. If a student wants to bring these types of articles to school, the articles must be securely contained within a gym bag or backpack. Coat pockets or cloth sacks are not acceptable.
13. No animals will be transported on a bus unless a service animal.
14. No firearms or knives will be transported.
15. Students should go directly home from the bus stop at night.
16. Kindergarten and Grade 1 students must be met by a parent/guardian, in the safety zone, at the bus stop, in order to be let off the bus.

GREATER ST. ALBERT CATHOLIC SCHOOLS TRANSPORTATION FAQ'S & QUESTION

What does “designated school” mean?

A designated school is one in which the Board has directed the student to attend; based on where they live (school attendance boundary) or by a program they are enrolled in. All students within the Division boundaries are designated to a school.

What are Provincial Regulations regarding walk distances for students?

The School Act states that students who reside more than 2.4 km from their designated school are eligible for school bus transportation to their designated school.

Who is eligible to ride the bus?

Alberta Education defines eligible students for transportation funding as those residing greater than 2.4 km from their designated school. The Division may provide transportation to students who require special programming, or those who reside outside the walk boundary for the school. If you live outside of the Division boundaries you may be able meet a bus within the Division to access transportation if space and time allows.

After I have applied for transportation how long will it take before my child ride the bus?

After your child is registered at the school and is in the student information software (PowerSchool), the transportation Department requires 3 to 5 school days from the date the registration is received in the transportation office before your child will be permitted to ride the bus. This time is needed to ensure that the driver has your child’s information to ensure the safety of your child. To avoid any delay in service, it is recommended that you contact the transportation department prior to the date your child requires transportation to ensure your application has been received and processed.

How are bus stops determined?

School bus routes are developed annually based on registrations received by June 1st prior to the start of a school year. Student pickup and drop-off locations and timing may change from year to year based on registrants and geographical distribution. School bus routes are developed to allow the most efficient and equitable route through neighborhood streets or rural areas. This reduces ride time and allows trips to run in combination with the trips serving other schools. Every additional stop impacts the length of time students are on the bus and the number of buses required to provide transportation service. Students are expected to cross neighborhood streets and walk within guideline distances to and from the school bus stop. Rural students may be expected to walk to the entrance of a rural subdivision to the main road if they are within walk guidelines. In the City of St. Albert buses will be routed to city transit stops whenever possible. These stops have been reviewed and approved to be a safe location for a bus to stop and load/unload a bus.

The walk guidelines are as follows:

Walking Distances for eligible riders to a bus stop	Distance in Meters
Elementary	400 Meters
Junior High	600 Meters
Senior High	800 Meters

*These distances are guidelines

*Rural gate service is provided to those living outside of rural subdivisions in the county

*Division routing software measurements are used to determine distances and will be the defining measurement.

My family lives within the Walk Boundary of their designated school can my child ride the bus?

Walk boundaries around an Elementary school is 1KM and for Jr. /Sr. High the walk boundary is 1.6KM. Your child may still be able to ride the bus by meeting a stop already on the route outside of the walk boundary to the school. A fee will apply.

Why can't the bus stop at my house, it drives right by?

School bus transportation is not intended to be a door to door service. Student transportation must be diligent in keeping ride times to a minimum and therefore cannot stop at each student's house. The transportation department takes into consideration the age of children, the proximity of stops and accessibility of roadways. To create efficiencies, walk distances are utilized in planning bus routes and bus stops.

Why does my child have to cross a busy road to access the stop location?

School bus stops are established on the most current information available at the time the route is planned and are normally designed to serve multiple students residing near the stop. Yellow bus service ride times can be longer due to geography. Minimizing student ride times is a high priority and therefore the necessity to maintain routes along collector / main roads (which are often busy) is a necessary practice. We realize that in order to access the yellow bus service roads will have to be crossed and that an escort for the children is prudent. Student Transportation encourages and promotes the practice of all students being escorted to and from the stop locations by a parent or guardian.

What time should my child be at the bus stop?

Please ensure your child is at the bus stop 5 minutes prior to the stop time recorded on your child's parent portal. This is to ensure your child does not miss the bus. The bus will depart at the time within your Parent Portal.



Why can't you come into my sub-division?

The length of the bus is one thing that limits school buses maneuverability in Cul-de-sacs, Crescents, closes and other tight places. School buses come in a various sizes ranging from 25 to 36 feet long, 20,000 – 26,000 pounds, 12 – 13 feet high and 6-9 feet wide. Smaller buses can turn in a shorter radius, while longer buses cannot maneuver the same circle without backing the bus, which is avoided in bus routing where possible. In the winter months, buses risk becoming stuck, resulting in longer bus rides or delays arriving at the school or home. Bus routes are planned for the entire school year, therefore winter conditions are taken into consideration during the route planning phase. Routes are designed for safety and efficiency for the route as a whole. An exception **MAY** be made to enter a **RURAL** subdivision if your child meets the walk guidelines when the speed limit is greater than 50 Km per hour and 1 of the following scenarios is present:

1. If the entrance to the subdivision is located within 300 meters of sharp curve reducing visibility of traffic approaching the bus from the rear. This does not include street corners/intersections where speeds are automatically reduced to complete a turn from one roadway to another.

2. If a student is required to cross the roadway to access their bus stop opposite the rural subdivision entrance, and is located within 300 meters of a sharp curve reducing visibility of oncoming traffic from either direction. This does not include street corners/intersections where vehicle speeds naturally reduced to complete a turn from one roadway to another.

These exceptions allow for adequate time for traffic to stop when the Red lights and stop arm are deployed.

Can I approach the driver to have a discussion at the door of the bus?

The primary role of the bus driver is to ensure the safety of students while loading and unloading students and driving the bus, therefore you should not approach the driver to have a discussion to ensure the driver is not distracting while loading and unloading students. Please contact the Division Transportation department for any requests or discussions regarding your child's route or any other concern. If necessary transportation will contact the appropriate contractor to provide to them any information that is necessary.

Who is responsible for my child before they load and after they unload from the bus?

Parents are responsible for their child's safety to, from and while the student waits for the bus at their designated stop. Bus drivers may not permit students to unload at another stop. The school bus shall wait until the designated stop time before departing the stop location.

Why can't my child get off the bus wherever they want to in the afternoon?

To avoid multiple problems, the driver is not authorized to transport any student other than those registered and possess a valid bus pass to ride that particular route. This allows the driver to focus on driving and safety instead of having to decide whether a student should be allowed to change their routine and get off with a friend or without the parents knowledge or permission. Students are only allowed to disembark at their scheduled stop location.

Can my Child use the bus to transport to a job or after school Activity?

Division transportation is only available to families to transport their child from home to school and back home at the end of the day. Transportation cannot be used to access after school or extra curricular activities or work access.

My child attends a day home or Sitter can you stop the bus in front of the sitter / day home?

Bus stop locations for a sitter or day home location are located within the same walk guidelines as a home stop. The guidelines are as follows: Elementary student - 400 M Jr High – 600M

Can my child bring a friend home after school with them on the bus?

To ensure the safety of our students only those who hold a valid bus pass for a particular route are authorized to ride the bus. The School Division operates a large and very complex school bus route system. Student safety is compromised when students ride on buses other than the assigned route or depart the bus at a location other than the authorized location. The school bus drivers are prohibited from accepting notes from parents, school staff or students requesting to ride on any routes other than the assigned school bus route or to be picked up or dropped off at an alternate location.

Why can't last minute busing changes be granted?

To ensure safety of your child transportation requires 3 – 5 school days' notice to ensure the driver has received written communication of any changes to your child's bus stop location.

What if my child needs a replacement bus pass?

Bus passes are expected to last 5 – 7 yrs. If your child requires a replacement pass you may request one through the Parent Portal. Please visit the [Parent Portal](#) and fill in the appropriate forms for a Bus Pass Replacement . Note a fee may apply see website for details.

If I choose to send my child to a school of choice can I still have my child ride the bus?

Generally there is no transportation available to a school of choice. The exception is Vital Grandin and Vincent J Maloney schools. The busing for the exceptions come at a higher cost then a regular bus pass and the 2.4 KM rule does not apply because it is a school of choice.

If my child(ren) currently attend their designated school, and they are now designated to a different school, can we continue to attend our existing school and can I still receive busing?

Yes, all children may continue at the school they are currently attending if they still live in the original attendance boundary for that school. If you have a younger child who is beginning Kindergarten then they can also attend the same school if they will have a sibling attending the school when your kindergarten child begins. Busing will be provided to those who are eligible. This is what is referred to as "grandfathering" * exceptions may apply

How long will my children be grandfathered for?

Your children will be grandfathered as long as you remain at your current address where the boundary was changed. If you move from your current address then grandfathering no longer applies.

What size of items can I bring on a bus?

According to the School Bus Operation Regulation (16) of the Motor Transport Act, large items cannot be carried on school buses unless they can be secured and do not block the aisle. Seats are 39" wide and there are often 3 students to a seat and therefore we only allow those items that are no more than 13" X 13" X 23" in size or those that can be fully zipped into the child's backpack. For more information please go the Division website and under the Parents/Transportation area you can find the "Large Items on a Bus "document

What happens if my child is temporarily on crutches?

If your child is temporarily on crutches and is unable to walk to the current bus stop we will try to accommodate (whenever possible) within the parameters set out by the cities / towns we transport in. Closer stops may be accommodated if a) It does not disrupt the timing of the current route. B) Access to a closer stop is serviceable (no cul-de-sacs). Please note this accommodation can only be for a finite period of time and will revert back to the original stop afterward.

My child has left an item on the bus what should I do?

Please call your child's contractor of the route and they can check the bus for your item. To find the phone number to reach the contractor of your route log into your child's parent portal and beside the routing information is the contractor and a number to reach them.

How do I contact the contractor of my child's route?

To find the phone number to reach the contractor of your route log into your child's parent portal and beside the routing information is the contractor and a number to reach them.

My child has left an item on the bus. How can we get the item returned?

Please log into your Parent Portal to find your child's route contractor. Call the number provided and they will be happy to look for your lost item

Can my driver make a stop location change or route change?

Your child's bus stop location is determined by the Division. The driver is unable to modify the stop location or route as a whole without written approval by the Division's transportation department. The stop location and timing is subject to change if required, periodically during the school year at the Divisions discretion.

Will I receive a reduction in bus fees if my child does not ride the bus?

No, unfortunately the cost to deliver bus operations requires the division to pay contractors for the entire school year and all costs associated with transportation operations continue to remain unchanged. This is also true through the pandemic when school instruction moved Online this past year on several occasions. At the same time, bus operations were active for those students who did require in person instruction. School divisions were directed by the government to compensate contractors for all routes and all educational days on the division calendar at their normal rate(s). Costs to deliver transportation services remain unchanged.

In the City of St. Albert where are bus stop located?

In the City of St. Albert whenever possible, stops will be located at city transit stop locations. GSACRD does not stop at all city transit stops within the city. Transit stops that are utilized by GSACRD are based on walk guidelines and the registrations received by June 1st of any given school year.

The use of transit stops is a direct result from the Safe Journeys to School Initiative. The City transit stops are the safest location to stop a bus whenever possible and are researched by the City for safety as well as being maintained year round.

Can I receive transportation from both my home and my sitter/daycare location for my child?

Yes you can receive transportation from both your sitter and home location however if these 2 addresses require 2 buses then you will be assigned a 2nd bus access fee in addition to your regular busing fee. Please note this is not available to have your child attend extra curricular/after school activities or work.

I live outside of the Jurisdictional Boundaries of Greater St. Albert Catholic Schools can my child ride the bus?

Your child may be able to access transportation by meeting a bus stop within the jurisdictional boundaries of the Division and the Attendance Boundary for the school which you would like your child to attend. To inquire about this access please contact transportation at 780-459-7711.

Why Can't I have 2 Primary addresses for my child's transportation?

We understand some families have an agreement for the children with a 50/50 split time between 2 home addresses. Alberta Education states we can only use 1 home address as the primary address. The address that is used as the primary address is the one in the student information software PowerSchool. We encourage parents to have the discussion and decide who will be the primary address in the system. Please note this decision will decide the fees that may be assigned for busing your child(ren). The primary address will be based on the primary address in PowerSchool software on September 30th of the school year the fee would apply to. If the primary address is changed in the system after September 30th date, there will be no changes/refunds to the fees due to this change until the following school year.