



M04 204

Section Responsibilities of the East of Thunder Bay Transportation Consortium		Page 1 of 2
Transportation - Responsibility	Date Feb 7 th , 2012	Revised

Policy	The East of Thunder Bay Transportation Consortium is responsible to provide student transportation services for the four member school boards. The East of Thunder Bay Transportation Consortium shall provide transportation as stipulated in its policies and procedures.
Operational Procedure	<p>The East of Thunder Bay Transportation Consortium shall:</p> <ol style="list-style-type: none"> 1. provide safe and efficient transportation services; 2. provide individualized transportation services for students with special needs; 3. handle complaints, requests for information or changes and appeals, in accordance with the policies and procedures of the East of Thunder Bay Transportation Consortium; 4. contract with persons, firms or corporations competent in the operation of transportation and ancillary services; 5. plan routes and follow policies and procedures; 6. communicate all relevant transportation information to parents or guardians, principals and school transportation providers in a timely manner; 7. set up and organize safety campaigns to raise awareness;

	<ol style="list-style-type: none">8. audit school bus operators to ensure compliance with the Transportation Agreement;9. take all reasonable precautions to protect the safety of students and drivers when cancelling transportation services either by route, area or jurisdiction;10. inform the Directors of Education or designate via the transportation coordinator of school purpose vehicle cancellations as well as potential health and safety concerns for students, drivers and employees;11. prepare financial information and budgets for the member boards keeping abreast of Ministry of Education funding regulations and requirements;12. assist the boards with accommodation reviews, school closures, boundary alignments and other planning functions as required;13. maintain a positive public profile with community partners;14. abide by the Personal Information Protection and Electronic Documents Act; and,15. prepare required reports to the Ministry of Education.
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