



NIPISSING-PARRY SOUND STUDENT TRANSPORTATION SERVICES

Section	Revised
Transportation – Roles and Responsibilities	July 31, 2012
RR – 004 Responsibilities of the Nipissing-Parry Sound Student Transportation Services	
General Statement	<p>The Nipissing-Parry Sound Student Transportation Services (NPSSTS) is responsible to provide student transportation services for its four member school boards. The NPSSTS shall provide transportation as stipulated in its guidelines and procedures.</p> <p>Prime considerations in the design and operation of the resultant transportation system shall be safety, efficiency, and economy, concurrently reflecting maximum entitlement to applicable provincial grants.</p> <p>The NPSSTS shall plan transportation routes and designated stops with the understanding that the parents/guardians shall see their children safely to and from their school or their designated stop(s), or designate a responsible person to do so.</p>
Statement of Responsibility	<p>The Nipissing-Parry Sound Student Transportation Services shall:</p> <ol style="list-style-type: none"> 1. provide safe, effective 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 guidelines and procedures of the NPSSTS; 4. follow up on reports of students who are not complying with transportation as assigned to them by the NPSSTS; 5. contract with persons, firms or corporations competent in the operation of transportation and ancillary services; 6. plan routes and follow guidelines and procedures; 7. communicate all relevant transportation information to parents or guardians, principals and school transportation providers in a timely manner; 8. set up and organize safety campaigns to raise awareness;



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	<ol style="list-style-type: none">9. audit operators to ensure compliance with the Transportation Agreement;10. take all reasonable precautions to protect the safety of students and drivers when cancelling transportation services either by route, area or jurisdiction;11. inform the Directors of Education of school purpose vehicle cancellations as well as potential health and safety concerns for students, drivers and employees for their decision to close one or more schools;12. prepare financial information and budgets for the member boards keeping abreast of Ministry of Education funding regulations and requirements;13. assist the boards with accommodation reviews, school closures, boundary alignments and other planning functions as required;14. maintain a positive public profile with community partners; and15. abide by the Personal Information Protection and Electronic Documents Act.
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