

Dear Parents/Guardians:

The school bus registration process has been updated. Please review the following information as well as the [Frequently Asked Questions](#) and [Administrative Procedure 351 \(Student Discipline on School Buses\)](#):

Registration for school bus service for the 2024/25 school year will be from April 1 to May 31, 2024
Please complete the online application form [HERE](#)

Registrations are accepted in order of priority based on the following schedule:

Priority 1—Catchment School: Students attending schools within their catchment area and living beyond the established walk limits, and other priority riders as per Policy 21.

Priority 2 – District Programs (Courtesy Rider): Students registered in a District Program (French Immersion & International Baccalaureate).

Priority 3 – School of Choice (Courtesy Rider): Students registered at a school other than their neighbourhood catchment school (including out-of-catchment programs or academies).

Registration Periods

April 1—May 31 Priority 1—Registrations processed by June 15
 Priority 2—Waitlisted
 Priority 3—Waitlisted

Note: The application process for the following school year will close after May 31st. Applications received after this date will be considered late, subject to a late fee and assigned if there is space.

June 1—June 30 Priority 1—Registrations processed by July 15
 Priority 2—Registrations processed after July 15, space dependent
 Priority 3—Waitlisted

July 1—July 31 Priority 1 & 2—Registrations are processed in the order received, space dependent
 Priority 3 – Waitlisted

Note: Registrations received following July 31 may not be processed prior to school start up.

August 1—Ongoing August 1—Priority 3 waitlisted registrations processed, space dependent

Fees: Registrations received by May 31st - \$25 per student

Registrations received after May 31st - \$100 late fee per student (unless registering in District for the first time)

Note: Registrations are confirmed when fees are paid and the Transportation Department confirms route assignment

Bus Service Eligibility (Board Policy 21—Student Transportation & AP 560—Student Bus Transportation Service)

In order to establish an efficient and effective student transportation system that serves as many students as possible:

- Only registered riders may use the bus transportation service.
- Riders will be issued bus passes and will be required to produce, scan or tap them when getting on and off the bus.
- Bus transportation service will not accommodate transportation to extracurricular activities or locations other than the student's home address(es) or approved afterschool care.
- In order to maintain registration for bus service on a route that is at capacity, registered riders must ride the bus for a minimum of 35% of school days each month, except in exceptional circumstances.
- In order to maintain registration for bus service, registered riders must comply with the [School Bus Riders Code of Conduct](#).