

 <p><i>Student Transportation</i> Services of Thunder Bay</p>		Practice Document #: STS-SPE-003.01 Accessibility Standards for Student Transportation	
Category: Special Needs	Document Creation Date: November 2013	Document Last Reviewed: January 2024	Page 1 of 4

Statement	<p>Student Transportation Services of Thunder Bay (STSTB) is committed to ensuring that people with disabilities have the same opportunity of access to our services in a similar way as these services are available to all others we serve. We are committed to meeting, in a timely manner, the accessibility needs of students with disabilities in the provision of services related to student transportation.</p> <p>It is the practice of STSTB to ensure that accessible student transportation services are provided for students with disabilities in a manner that meets their unique needs and ensures their safety. Where appropriate and practicable, integrated accessible school transportation services will be provided.</p> <p>The provision of accessible student transportation services will include the development of an individual student transportation plan for each student who has a disability that affects their transportation to and from school. The plan will be developed by the member board's Special Education Services and/or the school Principal in collaboration with STSTB and in consultation with the student's parents or guardians.</p>
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Practice	<p><u>Definitions:</u></p> <p>Individual Student Transportation Plan (ISTP) is a plan that provides details of the arrangements that meet the transportation needs of an individual student who has a disability.</p> <p>The Transportation Provider is STSTB who has entered into an agreement with the member school boards for the transportation of students in accordance with the <i>Education Act</i>.</p> <p>Transportation Services means transportation that STSTB provides for students in accordance with the <i>Education Act</i>.</p> <p>Operator/Driver means the company and driver of the school transportation vehicle that provides the bus service.</p> <p><u>1.0 Responsibility</u></p> <ol style="list-style-type: none"> 1. The member school Boards will ensure that the provisions of this Administrative Practice are in place by January 01, 2014. 2. The Superintendent responsible for Special Education at the member school Boards and the Manager of STSTB will ensure that the provisions of this practice are implemented. <p><u>2.0 Individual Student Transportation Plans</u></p> <ol style="list-style-type: none"> 1. The Superintendent responsible for Special Education or designate, will, in consultation with parents or guardians, annually identify students with disabilities who require specific transportation services; such identification will, wherever possible, be made prior to the commencement of the school year. 2. Following consultation with parents or guardians, the
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Superintendent responsible for Special Education, or designate, will work with the Student Transportation Manager, or designate, to develop an individual student transportation plan for each student with a disability who requires specific transportation services.

3.0 Contents of Individual Student Transportation Plans

1. An individual student transportation plan shall, in respect of each student with a disability requiring specific transportation services, include the following:
 - i. Details of the student's assistance needs with respect to transportation to and from school.
 - ii. Provisions for the boarding, securement and de-boarding of the student as applicable.

4.0 Communication of responsibilities re Individual Student Transportation Plans

1. The Superintendent responsible for Special Education and, where appropriate, the Student Transportation Manager, will work together to identify and communicate roles and responsibilities with regard to the implementation of the individual student transportation plan to the following:
 - i. The Transportation Provider
 - ii. The parents or guardians of the student with the disability
 - iii. The operator/driver of the student transportation vehicle
 - iv. The appropriate members of the school staff (eg. Principal, teacher, educational assistant)
 - v. The student with the disability

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	<p>Confirmation Communication</p> <p>Member School Boards Responsibility:</p> <ul style="list-style-type: none"> • With school staff • With parent/guardian • With student • With STSTB <p>STSTB Responsibility:</p> <ul style="list-style-type: none"> • With parent/guardian – route information • With operator/driver • Co-ordinate the distribution of ISTP to the school board, school and bus operator/driver <p>Reference: STS-FRM-023 – Individual Student Transportation Plan Reference: STS-SPE-001 (Appendix A) – Accessibility Plan: Roles and Responsibilities; Loading and De-loading</p>
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