

CLASS Business Unit:	Student Transportation
Operating Procedure:	Principal Responsibility
Reference:	STS-PRO-010-2011
Adopted:	April 26, 2011
Revised:	

1.0 Principal Responsibility

Ontario Regulation 298, 23 (4c) states that every student is responsible to the principal of the school that he/she attends for his/her conduct while traveling on a school bus. Supervisory responsibilities are delegated to the bus driver while students are on the bus.

The principal shall:

- a) Ensure Parents are aware of and comply with Student Transportation Services policies and procedures.
- b) Make students aware of the rules and proper behaviour on the bus.
- c) Take appropriate action when discipline is required.
- d) Make arrangements at the school for supervision during loading and unloading of buses and provide adequate supervision where students are required to wait for buses.
- e) Inform parents and students of the Inclement Weather Procedure by October 1st of each school year.
- f) Ensure that the appropriate medical information of students is conveyed to the appropriate school bus operator through Student Transportation Services so that they may be made aware of any bus student, who may have significant medical conditions, i.e. anaphylaxis, which may require intervention.
- g) Educate all students regarding proper and safe conduct while riding a school bus.