



## Ashbury College Busing Agreement 2021-2022

### ASHBURY COLLEGE BUS OPERATING REQUIREMENTS AND EXPECTATIONS

The bus service will begin September 7, 2021, and end on June 15, 2022. The bus will run through the exam period. All [Ashbury College student regulations](#) apply on the bus and at stops (dress code, behaviour, unattended laptops, etc.). Students must respect Leduc drivers' requests and/or instructions. Food and/or drinks are not to be consumed on the bus. All students are to remain seated at all times while the bus is in motion. Each bus route is designed to take approximately 45 minutes to one hour to and from school; times may vary depending on traffic and weather conditions. The bus routes are not designed for door-to-door pickup and drop-off, but to ensure safe, effective, and efficient stops for groups of students. Do not ask the driver to change the bus route. Routes are determined prior to the school year to best accommodate all families.

#### ***COVID-19 and the Ashbury Bus Program***

*Recommendations and guidance from the Ontario Student Transportation Authority regarding the safe transportation of students are subject to change, based on the evolution of the transmission of COVID-19 and the discovery of new evidence. All bus families will be contacted directly if there are any changes to the Bus Program.*

Ashbury College's expectation is that families commit to the full school year of bus service and as such the fees are non-refundable and non-transferable.

**REGISTRATION:** Families must complete and return the following *Bus Registration Agreement* on or before **August 14, 2021**, to the attention of the Program Facilitator, Ms. Diane Budge ([diane.budge@ashbury.ca](mailto:diane.budge@ashbury.ca)), to be considered registered for the 2021-2022 busing year. The routes will be created using registrations as of August 14, 2021. Late registration for will be accepted only if there is space available and if the existing routes can accommodate the student(s). Students who are enrolled mid-year will be accommodated if possible.

**PAYMENT:** Payment must be received by in full by **August 27, 2021**. Please see page 3 for the fee schedule.

Ashbury reserves the right to adjust/increase the bus fare through the year if the cost of fuel surpasses the expected and estimated fuel price adjustments. In the event of increased fuel prices, a revised invoice, payable upon receipt, will be sent to all families.

**LATE BUS SERVICE:** A late bus service is available which leaves Ashbury at 5:45 PM. The late bus service is included in the **full-ride bus fee as well as the one-way PM fee**.

Occasional riders may use the late bus service provided there is at least one other rider going to the same neighbourhood and proper notice is provided. A \$40.00 fee will be charged to the student's account\*.

Students must be registered for the late bus service by **12:00 PM (noon) on the day that the service is required** using the link that will be provided once registration is complete. **Notice must be given by 3:30 PM if the student will no longer be taking the late bus.** A \$50.00 charge will be added to the student account in the event that notice is not given or if the student does not show up for the bus.

*\* We reserve the right to adjust the late service charge without notice.*

**PICK-UP/DROP OFF:** Student(s) must be waiting at their designated pick-up stop five minutes prior to departure times. Pick up/drop off locations and times will be distributed once the routes have been determined. The route schedule does not permit for students to be waiting in family vehicles, homes or on the playing field/court. Once students are on the bus they are required to remain on board until their destination is reached. Parents picking up their child(ren) must be waiting at their designated afternoon stop when the bus arrives. The PM bus leaves Ashbury at 3:45 PM.

**INCLEMENT WEATHER OR BUS DELAYS:** The bus will not run when the Ottawa Student Transport Authority (OSTA) makes the decision to cancel transportation services for the Ottawa-Carleton District School Board and the Ottawa-Catholic School Board. The OSTA decision can be found on their website and a message from Leduc will be released vis Twitter. Students will not be penalized for late arrival at school if it due to a bus delay.



**IMPORTANT**

Parents are asked to review the above requirements with your child/children, to enable the bus operation to run smoothly.

Parents and/or students are encouraged to report any concerns or questions to our Program Facilitator, Ms. Diane Budge ([diane.budge@ashbury.ca](mailto:diane.budge@ashbury.ca) or 613-749-9630 x 317), not the bus driver.

Your signed Registration Form indicates your understanding and acceptance of the school bus information as listed above. Please keep a copy of this agreement for reference.



## ASHBURY BUS REGISTRATION AGREEMENT

Parent(s)' Full Name(s):		
Address:	City:	Postal Code:
Home Phone Number:	Alternate Phone Number:	
Email Address:		

Student's Full Name (Last, First)	Grade	Student Home Address
1.		
2.		
3.		

Bus Program Fees : Please check the appropriate box.				
Full Trip Fee	Second Child	Third+ Child(ren)	One-way Fee (PT Rider)	
Jr. School Student <input type="checkbox"/> \$3,800.00	Jr. School Student <input type="checkbox"/> \$2,800.00	Jr. School Student <input type="checkbox"/> \$1,700.00	Jr. School Student <input type="checkbox"/> \$2,850.00	<input type="checkbox"/> AM <input type="checkbox"/> PM
Sr. School Student <input type="checkbox"/> \$3,800.00	Sr. School Student <input type="checkbox"/> \$2,800.00	Sr. School Student <input type="checkbox"/> \$1,700.00	Sr. School Student <input type="checkbox"/> \$2,850.00	<input type="checkbox"/> AM <input type="checkbox"/> PM

**Please confirm that you have read and understood each of the following by checking the boxes.**

I commit to the bus program for the full academic year, therefore; the fees are non-refundable and non-transferrable.

I agree to abide by the regulations listed for late bus registration and cancellation.

I understand that while all efforts will be made to follow the distributed schedules, delays are possible due to heavy traffic or weather conditions.

I understand that all questions or concerns are to be directed to the Program Facilitator.

My child(ren) understand(s) the guidelines for riders as set out under the Ashbury College Bus Operating Requirements and Expectations.

I understand the Late Bus registration and cancellation requirements and fees associated with the Late Bus.

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_