



November, 2011

Out-of-Boundary Transportation Request Information for Families of New Students Registering for 2012/13 School Year

Dear Parents & Guardians:

Student Transportation Services is the organization responsible for overseeing student busing for your School Board. To assist families who live outside of the boundary encompassing the school of their choice and whose children are not eligible for transportation under School Board Policy as a result, this letter is intended to clarify Board Policy and the process for applying for Out-of-Boundary transportation.

If you wish to have an Out of Boundary transportation request reviewed by STSCO in advance of the start of the 2012/13 school year, you must submit an "Out of Boundary Student Transportation Request" online at www.stsco.ca by May 31, 2012.

To assist you, we would like to provide the following information concerning the application process.

- Requests must be made annually and any resulting permission applies for one year only.
- Requests will be date stamped by STSCO and reviewed on a first come, first serve basis.
- Requests will be considered on a space available basis on existing routes at existing stops and, in many cases, requests cannot be granted as area bus routes will be filled with eligible students.
- New bus routes will **NOT** be created to accommodate out of boundary requests.
- **Requests made after the end of the month of May of the current school year will not be considered for possible placement prior to September 30 of the next school year.**
- Bus routes change from year to year and this is why permission applies to one year only.
- To obtain an update on the status of your request you can visit www.stsco.ca and click the "Trans Bus Look Up" link and follow the directions that appear.

Please keep in mind that our first priority is to accommodate eligible students who are those who live within the school boundary and outside the school's walk zone. **Although we will make every effort to meet Out of Boundary student transportation requests, families who are NOT contacted by June 30 should understand that their request cannot be accommodated as there is no space on area bus routes and, as a result, those families should make alternate arrangements to either transport their children to the school of their choice or consider attendance at their home school (i.e. the school whose regular boundary covers their residence address).**

This information is provided in order that families can make informed decisions regarding their children's attendance at the school of the family's choice. Should you have any questions regarding our services, please contact the STSCO office, at either (705) 748-5500 or 1-800-757-0307, and speak with your area Route Planner (Peterborough ext. 242, Northumberland ext. 232, Clarington ext. 231, and Special Needs ext. 241).

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Student Transportation Services of Central Ontario (STSCO)