



February, 2012

### **Online Out-of-Boundary/Space Available or Babysitter/Daycare Transportation Application Process**

Families who wish to apply for Out-of-Boundary/Space Available busing permission or for busing permission from closest centralized stop near a babysitter/daycare provider may do so by visiting the Student Transportation Services of Central Ontario (STSCO) website, [www.stsco.ca](http://www.stsco.ca) to apply online. The permission application would be for next school year. Space available applications, as in the past, are processed on a first come, first serve basis from closest existing bus stop serving transportation eligible students. Please note that new stops are not added for out-of-boundary/space available students and parents are responsible for getting their child to and from the closest existing bus stop.

STSCO's online application process applies to three categories of request:

- a. ***Out of boundary space available busing application:*** In accordance with Board Policy, a student who wishes to attend a school other than the one whose boundary covers their residence address, may apply for space available busing from nearest stop on a bus route serving the school. If approved by STSCO, the request must not add cost to for the School Board. To access the online application, please click on "2012-2013 Out of Boundary Transportation Request" at [www.stsco.ca](http://www.stsco.ca)
- b. ***Babysitter/daycare space available busing application:*** This involves a student who is not eligible for busing but who has been admitted to the school and their family wishes to place them at a babysitter/daycare within the school's transportable boundary (i.e. outside the school's walk distance). Requests would be for bus service from the closest existing stop and without added cost to the School Board. Please click on "2012-2013 Babysitter/Daycare Transportation Request" on our website to access the online application.
- c. ***Application for busing from closest centralized stop near babysitter/daycare provider:*** This involves a student who is eligible for busing from home (i.e. their residence address is outside walk distance to school but within the school's boundary area). So long as the babysitter/daycare address is also outside walk distance and within the school's boundary, the student would be eligible for transport from that location at the nearest centralized bus stop. STSCO requires that an application form be completed in order that appropriate arrangements can be made for the requested transport. To access the online application, click on "2012-2013 Babysitter/Daycare Transportation Request" at [www.stsco.ca](http://www.stsco.ca)

**IMPORTANT NOTE:** In order to apply for either type of *space available transportation* permission described above (see items a. or b.), the student must first obtain permission from the school to attend the school in September, 2012. As a result, the mandatory first step is for the family to apply to the school for admission and enrolment. If accepted and permitted to attend the school, the student's family can then, and only then, consider applying for out-of-boundary/space available busing, if they so choose. If an application is entered online prior to the school accepting admission, the request will be kept on file until either, they are accepted or July 1<sup>st</sup> when schools close for the Summer.

Please also be advised that the online application process does not apply to students residing within walk distance of a school since, in accordance with School Board Policy, they are not eligible for transport and the family is responsible for getting the child to and from school.

The online process is intended to streamline the application process for those who are eligible to apply while also reducing the need for paper forms to be filled out and submitted. If you have any questions regarding the new online process, you can contact STSCO by email at [comments@stsco.ca](mailto:comments@stsco.ca) or by phone toll free at 1-800-757-0307 or at the local, Peterborough number (705) 748-5500.

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