



701.11AP Jurisdictional Bus Cancellations

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CROSS REFERENCE:

- [701BP Student Transportation Services](#)
 - [701.1AP Student Conduct/Discipline on Buses Admin Procedures](#)
 - [701.7AP Roles & Responsibilities Admin Procedures](#)
 - [701.12AP Inclement Weather Admin Procedures - Contractor/Driver-based Bus Cancellations](#)
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GUIDELINES:

When cold temperatures or impassable roads do not allow us to operate our contract operated buses, schools will be open, classes will occur and student learning continues. As with any absences, students who miss material will be provided with an opportunity to receive instructional material through an alternate means or catch up on missed school work upon return to school.

It is always the decision of parent/guardian(s) to use the school bus service.

A jurisdictional decision to cancel bus service will be made for the following reasons:

- When a temperature is projected to be -40°C or below (with or without a wind-chill factor) between the hours of 6:00 a.m. and 9:00 a.m. and/or between 3:00 p.m. and 5:00 p.m. when buses are on route.
- When special warning statements are issued by Environment Canada or Alberta 511 regarding road conditions and roads are deemed to be impassable.

The jurisdiction will be divided into five areas. A decision at the jurisdictional level to cancel buses may affect one, two, three, four or all five areas:

- South: Provost, Czar, Amisk, Hughenden (Location of reading is Czar)
- Central: Irma, Wainwright (rural), Edgerton, Chauvin (Location of reading is Wainwright)
- West: Innisfree, Mannville (Location of reading is Innisfree)
- North: Vermilion (rural), Clandonald, Dewberry, Marwayne (Location of reading is Clandonald)
- East: Kitscoty, Paradise Valley and Lloydminster (Location of reading is Kitscoty)

Designated Wainwright and Vermilion In-town and CFB Wainwright (Denwood) bus routes will always run unless notified by the bus contractor/driver that they are not able to operate.

PROCEDURES:

TEMPERATURE RELATED BUS CANCELLATIONS

1. At 6:00 p.m. the night before the Director of Transportation or designate will access the Weather Network website at <http://www.weathernetwork.ca/> to determine the projected temperature with wind chill between the hours of 6:00 a.m. and 9:00 a.m. and/or between 3:00 p.m. and 5:00 p.m. for the designated regions.
 - 1.1 If the Weather Network website is down the Environment Canada website will be used (South = Coronation, AB, North = Lloydminster, AB, Central = Wainwright, West = Vegreville). If Internet access is not available the Director of Transportation should call Environment Canada, at (780) 875-7709 for the temperature and wind-chill in their region.
2. When the projected temperature is -40C with or without the windchill or colder at any point during these times, the Director of Transportation or designate will confirm with the designated bus monitors for that region that there will be no bus service.
3. The designated bus monitor for the region will begin the fan out system to notify all bus monitors in their region that bus service will not be provided. **See fan out system below.**
4. Buses will run in the afternoon, unless the projected temperature the night before was -40°C or colder between 3:00 p.m. and 5:00 p.m.
5. All designated Wainwright and Vermilion In-town and CFB Wainwright (Denwood) in-town buses will run regardless of temperature or wind-chill.
6. Decisions regarding curricular or extra-curricular field trip transportation will be consistent with this administrative procedure based on the projected temperatures for the duration of the activity.
7. School bus drivers who have operational wheelchair lifts will be responsible to cancel when they feel the use of the wheelchair lift, in extreme weather/temperate conditions, would be detrimental to the students already on the bus.

ROAD CONDITION RELATED –BUS CANCELLATIONS

When special warning statements are issued by Environment Canada or Alberta 511 regarding road conditions and roads are deemed to be impassable the following will occur:

1. The Director of Transportation or designate will consult with the local municipalities on the condition of school bus routes.
2. The Director of Transportation or designate will provide information to the Superintendent regarding the condition of school bus routes, and specific road condition warnings.
3. The Superintendent will consider this information when making the decision to cancel contract operated school buses.
 - 3.1 When impassable roads are evident the night before, special consideration may be given by the Board to cancel buses the night before to give advance notice to parents/guardians to arrange for alternative transportation to school or childcare.
 - 3.2 When impassable roads are not evident until the morning, the decision to cancel buses will be made at 6:00 a.m. or as soon as the above contacts have been made.
4. If the Superintendent's decision is to cancel the buses, the Director of Transportation will contact the designated bus monitors of the regions impacted to activate the fan out system. **See fan out system below.**
5. Understanding that the County and/or Municipal Districts require sufficient time to clear the roads after a major storm, a decision to cancel the buses due to road conditions will be for both the a.m. and the p.m. runs.
6. All designated Wainwright and Vermilion In-town and CFB Wainwright (Denwood) in-town buses will run.
 - 6.1 If the streets in-town are impassible the decision to cancel will be the contractors.
7. Decisions regarding curricular or extra-curricular field trip transportation will be consistent with this administrative procedure based on the projected road conditions for the duration of the activity.

THE FAN OUT SYSTEM WILL WORK AS FOLLOWS:

1. The Director of Transportation or designate, in consultation with the Superintendent, will make the decision to run or not based on the temperature/wind-chill readings and/or road conditions as indicated above.
2. The Director of Transportation or designate will be the designated temperature readers. They will communicate with the designated bus monitors for each region the jurisdictional decision to cancel bus service for the morning, afternoon or both runs. Direct contact must be made to ensure everyone receives the message.
3. The bus monitor will then phone the bus contractors/drivers in their specific region(s). This would include the region that they are a part of if they have more than one.
4. Each bus contractor/driver will then call all of their parents/students on their routes. Direct contact must be made to ensure everyone has been notified.

5. The BTPS website (www.btps.ca) will be updated by the Director of Transportation or designate.
6. It will be the responsibility of the Director of Transportation or designate to call/email the radio and TV stations and school principal or designate to notify them that all buses in their area will not be running as soon as possible.