




AP 7-511 – BUS ROUTE CANCELLATION PROCEDURE

Bussing may be cancelled due to any one or a combination of the following factors, bearing in mind that student safety is of prime concern.

- low temperatures (-35°C) or high wind chill values (at or below -45°C Wind Chill Index)
- poor visibility
- unsafe road conditions (Manitoba Highways or driver recommendations)

The Supervisor of Operations, or designate, shall be responsible to initiate the route cancellation procedure upon the approval of the Superintendent, or designate.

PUBLIC NOTIFICATION

If conditions develop that makes travel by school buses unsafe a decision is made as soon as possible, to cancel buses and/or classes. This decision will be broadcast on the following radio stations: CFAM 950 AM, CBC 990 AM, CJOB 680 AM, CKMW 88.9 FM, and CJEL 93.5 FM. Notification will also be posted on the Western School Division website, www.westernsd.mb.ca, and tweeted on the Division's Twitter account  @WesternSD_MB.

ROUTE CANCELLATION PROCEDURE

Route cancellation(s) may take place at any time if conditions deteriorate suddenly.

If unacceptable conditions develop overnight and/or road conditions deteriorate that make travel by school buses unsafe, a decision is made by 7:30 A.M. when possible to cancel buses and/or classes.

When the decision has been made to cancel bussing, the Supervisor of Operations or designate shall notify the public as described above.

If unacceptable weather and/or road conditions develop during the school day where classes are already in progress, classes will continue as regular and all afternoon bus routes will be cancelled. The Billeting Procedure (AP 7-512) shall be implemented.

If weather conditions improve and permit, classes will continue as regular the following morning and busses will follow normal route procedures.

In the case of late cancellation, drivers shall attempt to contact the parents/guardians of the students on their route.

An individual bus driver has the authority to cancel all or part of their route at any time, if weather or road conditions are such that in their opinion it is not safe to drive. In this case, in consultation with the Supervisor of Operations, the driver will notify the parents/guardians of the students on that route.

If any bus route(s), or portion thereof, are cancelled, parents may choose to transport their child(ren) to and from school, provided that classes are not cancelled (AP 7-510).

Parents have the right to keep children at home if the weather and/or road conditions are severe, regardless of the decision of Western School Division.



In all cases of bus cancellation, the Supervisor of Operations shall document the reason(s) for cancellation and comments of those consulted.

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Adopted: **EBCDA-R** **November 2007**