SURREY CHRISTIAN SCHOOL
EDUCATING FOR WHOLENESS

Administrative Policies	Department: Administration
Approved by: Superintendent	Applies to: Guardians, Students
Authority: Superintendent, Bus Coordinator, Campus Principals	Other:
Review period: Annually	Adopted: 02.05.2026
Revision date: 08/06/2026 11/24/2026	Revision adopted: 08/06/2026 11/2/2026

BEFORE- AND AFTER-SCHOOL BUS TRANSPORTATION POLICY

1. Overview

To support families, Surrey Christian School (SCS) partners with the Combined Christian School Transportation Association (CCSTA) to provide a community-based bus service. **This service is designed to operate safely, efficiently, and equitably, and functions as a shared community resource rather than an individualized transportation program.**

Although responsibility for student transportation to and from school ultimately rests with parents and guardians, SCS provides optional bus transportation in recognition that its student population is drawn from a broad geographic area and that many students do not reside within close proximity to the school.

SCS facilitates access to the bus service but does not directly provide, operate, or manage transportation services.

2. Purpose

The purpose of this policy is to establish clear and consistent expectations for student transportation by outlining the respective roles and responsibilities of parents/guardians, students, SCS, and CCSTA.

3. Policy

The before- and after-school bus transportation service and associated policies are guided by the following principles:

- prioritizing student safety and well-being
- supporting families through a shared, community-based transportation model
- ensuring fairness and consistency in access to bus services
- complying with all applicable British Columbia legislation and regulations

The bus service may be modified, delayed, limited, suspended or cancelled due to safety considerations, weather conditions, road safety concerns, emergencies, traffic, enrollment levels, operational constraints, or student conduct. Parents/Guardians will receive notification from either CCSTA or SCS as soon as reasonably possible.

<u>Fees:</u>

SCS manages bus fees and ensures that the records related to bus riders and transportation fees are accurate and up to date. Transportation fees may be reviewed and adjusted on an annual basis. Any changes will be communicated annually to families. Failure to remit payment may result in a student's suspension of the bus service.

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Surrey Christian School (SCS):

SCS works collaboratively with CCSTA on matters related to bus transportation, including, but not limited to, bus registrations, parent/guardian communication, student safety, and bus policies.

SCS is responsible for registering students with CCSTA for bus transportation, which includes additions, changes, and withdrawals. SCS is also tasked with ensuring student safety during disembarking at school, while students wait at school, and as they board the bus on school grounds.

SCS is the final authority on making decisions regarding whether a student is ready and able to use bus transportation.

The Combined Christian Transportation Association (CCSTA):

CCSTA provides an optional bus service on behalf of SCS and is responsible for the day-to-day operation of transportation services. When establishing routes and stops, CCSTA considers student safety, traffic conditions, route efficiency, total travel time, and the number of families served.

To achieve these goals, CCSTA uses centralized community stops located along main routes, rather than offering door-to-door service. This approach strives to place community stops within a 3–5 block radius of families' homes and to design routes that can be completed within an hour.

While reasonable efforts are made to accommodate families, individualized stop requests, route changes, or additional supervision cannot always be accommodated without negatively impacting safety, efficiency, or fairness for other families. All such requests must be made in writing to SCS and CCSTA. CCSTA retains final authority over operational decisions such as route planning, timing, stop placement, and responding to family concerns.

All students receive the same level of bus service regardless of age, grade, or ability. Busing operates as a shared service with consistent standards for all riders.

Parents/Guardians:

Parents remain responsible for ensuring their child's safe travel to and from school, including ensuring that students are able to walk safely to and from designated community bus stops. Parents are also responsible for their child's supervision and safety while waiting at community stops.

Behavioural Expectations:

Students using the bus service are expected to comply with all safety instructions and follow the Surrey Christian School Student Handbook, Community Standards Guidelines while on the bus and at community bus stops. Student behaviour that compromises safety or disrupts service will be addressed using a progressive discipline approach. This includes:

1. An initial verbal reminder with parent notification.
2. A one-week suspension from bus service with parental involvement in the re-education of the student. Behaviour monitoring for one month after returning to the bus.
3. A one-month suspension from bus service with parental involvement in the re-education of the student. Behaviour monitoring for three months after returning to the bus.
4. Removal from the bus service for the remainder of the school year.

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Serious or unsafe behaviour may result in immediate suspension of bus privileges. SCS and CCSTA reserve the right to determine the nature, extent, and duration of disciplinary measures on a case-by-case basis.

Video Surveillance on School Buses:
School buses operated by the Combined Christian School Transportation Association (CCSTA) are equipped with video surveillance cameras.

Video recordings captured on CCSTA-operated buses are owned, maintained, and controlled exclusively by CCSTA. Surrey Christian School does not own, manage, or retain these recordings. Access to, disclosure of, retention of, and disposal of recorded footage are administered by CCSTA in accordance with its policies and legal requirements.

Parents/Guardians who have questions regarding before- and after-school bus video surveillance, including requests related to recorded footage or privacy, should contact CCSTA directly at ccsta2015@gmail.com.

4. References

- Surrey Christian School Student Handbook
- CCSTA Information Guide for Parents and Students

5. Legislation

The bus service operates in accordance with applicable provincial and municipal requirements, including but not limited to:

- British Columbia Motor Vehicle Act
- Commercial Transport Act (where applicable)
- WorkSafeBC requirements
- Ministry of Education and Child Care guidelines
- Ministry of Transportation's Commercial Vehicle Safety Enforcement (CVSE)

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