

Topic	Number of Pages	Date in Effect
1.2 Responsibilities of the Bus Driver	1 of 1	March 2009

Policy Statement

Bus drivers under contract to STS will uphold the transportation policies and procedures set out by STS and any contractual documents that exist between the parties.

Procedure

The bus driver will:

- Be courteous and professional at all times when dealing with students, members of the school community and parents/guardians.
- Drive safely at all times and in accordance with the Highway Traffic Act and related legislation.
- Adhere to the transportation policies and procedures set out by STS.
- Use and adhere to route information and run copy as provided by STS and not provide transportation for unauthorized riders to and/or from unauthorized stops.
- Contact Dispatch immediately to report any unauthorized riders.
- Contact Dispatch if road, traffic and/or weather conditions are going to cause a delay of 15 minutes or more.
- Contact Dispatch immediately in the event of an emergency, serious accident or incident.
- Complete reports as requested in a timely manner. These will generally include student conduct reports and vehicle incident reports.
- Not accept any requests from a parent/guardian/school with respect to custom or special transportation arrangements. Advise the person making the request that it is not in keeping with the transportation policies and will not be done. Provide them the Consortium contact card. Report the incident to Dispatch.
- Maintain a class of license appropriate to the vehicle operated in good standing and advise the employer immediately of any changes to the status of the license and carry it on their person at all times.
- Respect the diversity of students served in keeping with the Ontario Human Rights Code.