



**Integrated Accessibility Standards Regulation – Transportation
AP 200.37**

Procedure for:	Senior Administrators, Principals/Vice-Principals, Managers	Adopted:	January 29, 2013
Submitted by:	Superintendent of Education, Special Education	Revised:	December 21, 2016;
Category:	Students		April 24, 2018

Purpose

The Brant Haldimand Norfolk Catholic District School Board is committed to ensuring that people with disabilities have the same opportunity of access to our services in a similar way as these services are available to all others we serve. We are committed to meeting, in a timely manner, the accessibility needs of students with disabilities in the provision of services related to transportation.

The provision of accessible student transportation services will include the development of an individual school transportation plan for each student who has a disability that affects his/her transportation to and from school. The plan will be developed in consultation with the student's parents or guardians.

Responsibilities

Superintendent of Education / Manager of Transportation Services

The Superintendent of Education responsible for Special Education and the Manager of Transportation Services will ensure that the provisions of this Administrative Procedure are implemented.

Procedures

1.0 Individual School Transportation Plans

- 1.1 The Student Achievement Lead for Special Education will, in consultation with school staff, parents or guardians, annually identify students with disabilities who require specific transportation services; such identification will, wherever possible, be made prior to the commencement of the school year.
- 1.2 Following consultation with school principal or designate, the Student Achievement Lead for Special Education will provide to the Manager of Transportation Services, or his/her designate, an individual student transportation plan for each student with a disability who requires specific transportation services.

2.0 Content of Individual School Transportation Plans

- 2.1 An individual transportation plan shall, in respect of each student with a disability requiring specific transportation services, include the following:
 - a. details of the student's assistance needs with respect to transportation to and from school
 - b. provisions for the boarding, securement and debording of the student, as applicable.

3.0 Communication of Responsibilities re Individual School Transportation Plans

- 3.1 The Student Achievement Lead for Special Education and, where appropriate, the Manager of Transportation Services, will identify and communicate roles and responsibilities with regard to the implementation of the individual school transportation plan to the following:
 - a. the transportation provider
 - b. the parents or guardians of the student with the disability
 - c. the operator (driver) of the student transportation vehicle
 - d. the appropriate members of the school staff (e.g., principal, teacher, educational assistant)
 - e. the student with the disability, when applicable.



Definitions

Individual School Transportation Plan

Individual school transportation plan is a plan that provides details of the arrangements that meet the transportation needs of an individual student who has a disability.

Operator

Operator means the driver of the school transportation vehicle.

Transportation Provider

Transportation provider is an entity or person who has entered into an agreement with the Board for the transportation of students in accordance with the *Education Act*.

Transportation Services

Transportation services means transportation that a Board provides for students in accordance with the *Education Act*.

References

Accessibility for Ontarians with Disabilities Act, 2005 (AODA)
Integrated Accessibility Standard, Ontario Regulation 191/11
Ontarians with Disabilities Act, 2001 (ODA)
Ontario Human Rights Code
Education Act
Equity and Inclusive Education Policy, 200.23
Accessibility Standards Policy 200.33
Integrated Accessibility Standards Regulation – Customer Service Administrative Procedure 200.34
Integrated Accessibility Standards Regulation – Employment Administrative Procedure 200.35
Integrated Accessibility Standards Regulation – Information & Communications Administrative Procedure 200.36
Integrated Accessibility Standards Regulation – Design of Public Spaces Administrative Procedure 200.38
Multi-Year Integrated Accessibility Plan 2018-2023 Policy 200.32
Multi-Year Integrated Accessibility Plan 2018-2013