



RIDER AGREEMENT

Elmwood Bus Pilot Program: Kanata Centrum, Ikea, Lincoln Fields Mall, Tunney's Pasture

EXPECTATIONS Elmwood School's expectation is that families commit to the full school year of bus service and as such the fees are non-refundable and non-transferable. The bus routes are not designed for door-to-door pickup and drop-off, but to ensure safe, effective and efficient stops for groups of students.

OPERATING REQUIREMENTS:

REGISTRATION: All regular riders are required to commit to a full year of ridership and as such the fees are non-refundable and non-transferable. Families must complete and return the [Bus Registration Agreement](#) online in order to secure your child's stop.

PAYMENT: The online registration form must be completed by September 4, 2020. The full fee (to and from school) is \$5,000 starting September 9, 2020 to June 15, 2020. The one-way rider fee is \$2,500. The fee will be charged to the student account and must be paid in full by October 15th, 2020.

Elmwood reserves the right to adjust/increase the bus fare through the year if the cost of fuel surpasses the expected and estimated fuel price adjustments. In the event of increased fuel prices, a revised invoice, payable upon receipt, will be sent to all families. In the event that service is suspended because of a school closure, fees will be pro-rated.

PICK-UP: Students must be waiting at their designated pick-up stop **five minutes** before departure times; check with your bus driver for the correct time, including afternoon departures from Elmwood School. The bus driver's time does not permit students to be waiting in family vehicles, homes or on the playing field/court. Once students are on the bus they are required to remain there until their destination is reached. **Parents picking up their child/children must be waiting at their designated afternoon stop when the bus arrives.**

All Elmwood student regulations apply on the bus and at stops (e.g. dress code, behaviour, unattended laptops, etc.).

Students must respect bus company drivers' requests and/or instructions. **Food and/or drinks are not to be consumed on the bus. All students are to remain seated at all times while the bus is in motion until the bus comes to a complete stop.**

Each bus route is designed **to take approximately one hour to and from school**; times may vary depending on traffic and weather conditions. The bus routes are not designed for door-to-door pickup and drop-off, but ensure safe, effective and efficient stops for groups of students.

Inclement Weather or bus delays: The bus will not run when the Ottawa Student Transport Authority and the Consortium de Transport Scolaire d'Ottawa makes the decision to cancel transportation services for the Ottawa-Carleton District School Board and the Ottawa- Catholic School Board.

It is not possible to change the bus route. Routes are determined prior to the school year to best accommodate all families.

Bus Transportation: The bus service will begin September 9, 2020 and end on June 15, 2020. ***The bus will run through the exam period.***

IMPORTANT:

Parents are asked to review the above requirements with your child/children, to enable the bus operation to run smoothly. The school recognizes and appreciates the excellent service of all our drivers who have taken a positive and friendly interest in the welfare of our students. Questions and concerns regarding the bus must be addressed directly to our Transportation Coordinator, Ms. Yuka Kataoka ykataoka@elmwood.ca, **not** to the bus driver.

Your completed [Registration Form](#) indicates your understanding and acceptance of the School Bus Information as listed above. Keep these instructions for future reference.