Buffalo Trail PUBLIC SCHOOLS

SCHOOL BUS TURNAROUND/ESSENTIAL PRIVATE PROPERTY PICK UP/DROP OFF CONTRACTOR REQUEST FORM
(For School Bus Service on Private Property)

1041 – 10A Street **Fax: (780) 842-3255**
Wainwright, Alberta T9W 2R4   **Email: transportation@btps.ca**   **Phone: (780) 806-2052 or (780) 806-2054**

The Board shall provide transportation services to eligible students' designated school from the point of public access where the private property meets the provincial or municipal road as per *the Education Act*. When a pick-up/drop-off is not possible as per the Rural Bus Stop Assessment at the public access location (gate), a bus stop shall be designated within 2.4 km of their gate as per the Section 3 of the School Transportation Regulation, or a bus may enter private property.

By completing this form I am requesting to enter private property to provide school bus service.

Bus Route Number: _____   Bus Contractor: _____   Phone: _____

Name of Family: _____

Municipal/Physical Address: _____

Service Requested by Contractor/Driver Based on Rural School Bus Stop Assessment:

Please Check: Turnaround on Private Property ☐
Essential Private Property Pick Up/Drop Off ☐

Please Check: ☐ ECS ☐ AM and PM (Full Day) ☐ AM only ☐ PM only

Rural School Bus Stop Assessment (please attach assessment): Score _____ AM _____ PM

Time Required for Service per Trip: _____ MIN AM _____ MIN PM

Distance from Gate to House/Turn around location per Trip: _____ metres

Fee Assessed: ☐ *NO (under 250 metres travelled on private property per trip)*
☐ *YES (over 250 metres but under 1.49 kilometeres travelled on private property per trip)*
☐ *YES (over 1.5 kilometres travelled on private property per trip)*

What is the time of the <u>First</u> Pickup on the route: Regular Days_____ ECS Days_____
Arrival Time at First School: _____

Please make sure you are giving us the time of the first pick up on the bus route, not the time at this person's stop.

Reason for Turnaround/Essential Private Property Request:

_____
_____

Contractor Signature _____

FOR OFFICE USE ONLY

Approved: ☐ Denied: ☐ by _____   Fee: _____   Date: _____

Entered into TLS ☐ _____   Entered into Fee Spreadsheet/PS ☐ _____

Date waiver form sent to parent/guardian: _____