

# CHATHAM-KENT LAMBTON ADMINISTRATIVE SCHOOL SERVICES

Procedure:	Bus Passes
Reference:	STS-PR-014-2011
Adopted:	April 26, 2011
Revised:	December 9, 2011



## **Bus Passes**

### Elementary Students:

- To protect the safety of our students Bus Passes are not provided.
- A Bus Pass may be provided under extraordinary circumstances when the personal well-being and safety of a student is at risk.

### Secondary Students:

- With 48 hours notice, a Bus Pass may be approved at the discretion of the school principal. Requests for bus passes must be received by the school no later than 48 hours prior to the requested bus ride. The principal, in consultation with the bus operator shall determine seat availability. No bus passes will be provided on buses that are deemed full.
- Application for a Bus Pass is available at [www.schoolbusinfo.com](http://www.schoolbusinfo.com). The form should be completed, printed and signed by the parent/guardian. The signed form must be presented to the principal/designate 48 hours prior to the requested ride.