

TRANSPORTATION ASSISTANCE ALLOWANCE APPLICATION FORM

Related Policy: Policy No. 702.3 - Assistance for Transportation and Boarding

To Be Completed by Parent / Guardian

Name of applicant: _____

Mailing address: _____

Location of home: _____ Phone: _____ (cell/work/home)

In rural area: _____

I wish to apply for Transportation Assistance Allowance on behalf of the children listed below:

Student	Age	Grade	School

*(Mileage to one-tenth of a kilometer must be shown when answering questions 1 & 2 below (e.g. 8.4 kms),
conversion miles to kms: 1.6 x _____ miles = _____ kms)*

The distance from your home to:

1. The nearest suitable school (_____) is _____ kms.
2. The nearest established school bus route is _____ kms.
3. Total daily distance travelled in my vehicle is _____ kms (as shown in #2 x 4 trips)

In accepting Transportation Assistance Allowance, I undertake the responsibility for transporting my children to and from their school (school bus stop). I also undertake to notify the School Board Office when any of the children named above become ineligible for Transportation Assistance Allowance.

☐ I have read the Regulations 702.3 – Assistance for Transportation and Boarding – Section 1 (attached)

Signature of Parent: _____ Date: _____

PLEASE NOTE: Transportation Assistance payments are made monthly. The payments are pro-rated against the attendance records of the pupil, as supplied by the school, in accordance with Policy & Regulations 702.3 - Assistance for Transportation and Boarding – Section 1.

***Monthly payments will begin in the month the application is received and will not be retroactive.
(e.g. Your child qualifies for allowance in November but the form is not submitted until January – payments will begin in January. The allowance would not be paid for November and December)

To Be Completed by the School Board Office

Signature of District Official: _____ Date: _____

School Board Office Use Only

Vendor: _____ Amount: _____ Account No.: _____

From Regulations 702.3 – Assistance for Transportation and Boarding – Section 1:**1. Transportation Assistance**

The Board of Education, School District No. 91 (Nechako Lakes), may provide transportation assistance payments from the regular home to the nearest district school or home to the nearest established school bus route. In the event there is an established bus route to the nearest school, consideration will only be given to the nearest bus stop.

1.1. Transportation assistance may be provided for students enrolled in a district school who are:

a) 19 years or less on July 1st of the current school year and live more than 3 km one way from the nearest established school bus route stop and/or the nearest district school in which there is an educational program for the student.

1.2. For the purpose of determining the number of kilometers, the distance shall be from the nearest bus stop/school to the home, provided that the road is maintained by the Ministry of Transportation & Infrastructure through road maintenance contractors.

1.3. The full responsibility for safe transportation and insurance coverage rests with the vehicle owner. Approved application for transportation assistance shall be paid monthly on the following basis:

- a) \$.25 kilometer traveled (home, to and from the bus stop or school X 2/day to a maximum of \$35 per day;*
- b) Transportation assistance will only be approved for students attending school within the school's catchment area;*
- c) Payments will begin in the month the application is received and will not be retroactive; and,*
- d) It shall be the parents'/guardians' responsibility to supervise the students from home to the school or home to the bus stop/return.*

1.4. Notwithstanding the above regulations, the Board may grant transportation assistance where special needs are identified.

Last revised date of regulations: August 17, 2016