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| <p><b>Statement</b></p>  | <p>Parents and guardians must ensure that their child understands the rules and regulations and follows them. They are responsible for their child's safety from the time when he/she leaves home up to the time when he/she boards the bus and from the time he/she gets off the bus.</p>  |
| <p><b>Procedures</b></p> | <p>Parents and Guardians must:</p> <ol style="list-style-type: none"> <li>1. Remind their child about the safety and behaviour rules to be followed at the bus stop and while travelling on the bus;</li> <li>2. Ensure that their child arrives at the bus stop at least five (5) minutes before the pick-up time;</li> <li>3. Be responsible for their child's safety up until he/she boards the bus;</li> <li>4. Cooperate with the school principal, staff from WESTS and the bus driver to ensure that their child behaves properly while travelling on the bus;</li> <li>5. Assume responsibility for their child when he/she is dropped off at the designated bus stop, upon his/her return from school. WESTS asks that parents and guardians go to the bus stop to meet their child enrolled in Junior or Senior Kindergarten, or that they entrust a responsible person with this task;</li> <li>6. Suggests that a parent or guardian go to the bus stop to meet their child enrolled in Grade One and Grade Two, or that they entrust a responsible person with this task;</li> <li>7. Assume responsibility for all deliberate damage or acts of vandalism caused by their child;</li> <li>8. Inform the school, in writing, about any cancellation or change to be made to their child's transportation service;</li> </ol> |



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|                     | <p>9. Inform the school and WESTS about any problem that occurred on the bus and that jeopardized the students' well-being and safety, indicating the bus number, date, time and nature of the problem;</p> <p>10. On mornings of inclement weather, listen to the radio, go to <a href="http://www.buskids.ca">www.buskids.ca</a> website or other media identified by WESTS to find out the status of school bus transportation;</p> <p>11. On mornings of inclement weather, make the final decision about whether or not their child should go to school that day;</p> <p>12. Make sure that their child is dressed appropriately in the event of inclement weather;</p> <p>13. At school, refrain from parking their vehicle between the signs indicating that the area is reserved for school buses.</p> |
| <b>Prohibitions</b> | <p>It is strictly prohibited for parents and guardians to board the school bus.</p> <p>It is prohibited for parents and guardians to speak to the bus driver in an angry or aggressive manner, or to use abusive and disrespectful language.</p> <p>It is prohibited for parents and guardians to negotiate or attempt to negotiate with the bus driver and the school principal, in order to change the bus stop, pick-up or drop-off time, or other travel arrangement for their child, which would differ from the transportation service planned by WESTS.</p>   |
| <b>Consequences</b> | <p>Improper conduct on the part of the parent or guardian may result in the loss of his/her child's privilege to travel by bus.</p>  |