



Section Inclement Weather Bus Cancellations	Page 1 of 3
Type General	Date : Apr 9/09 REVISED :Oct 2016

Statement	<p>The decision to cancel school transportation is the responsibility of the General Manager or designated representative, in cooperation with the school bus operators.</p> <p>When transportation services are cancelled, the schools remain open unless the school board has decided to close. If a bus route or transportation services are cancelled in the morning, buses will not operate in the afternoon.</p> <p>It is the responsibility of parents and/or guardians to decide if they want their child(ren) to travel to school on inclement weather days.</p>
Procedures:	<ol style="list-style-type: none"> 1. The decision to cancel transportation due to inclement weather shall be made after discussion with school bus operators, based on information from Environment Canada, OPP, MTO and local road superintendents from Wellington and Dufferin counties; 2. The geographic areas of Wellington and Dufferin Counties served by STWDSTS are divided into 4 geographic divisions for the purposes of inclement weather; 3. Within each division, the General Manager will assign a "Lead Operator" to co-ordinate the inclement weather bus cancellations communications amongst the stakeholders; 4. Each inclement weather division is colour coded to assist stakeholders to better understand the areas that are affected by inclement weather; 5. STWDSTS will post on its website, stwdsts.ca, "Inclement Weather Cards" and cancellation notices; <p>The Inclement Weather Divisions are as follows:</p> <ul style="list-style-type: none"> Division I – Yellow South Wellington and the City of Guelph Division II – Blue Centre Wellington, Township of Erin, Town of Erin and Town of Rockwood Division III – Pink North Wellington Division IV – Green Dufferin County



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<p>Responsibilities Based on Weather and Road Conditions</p>	<p><u>Early Morning</u></p> <p>The General Manager will:</p> <ol style="list-style-type: none"> 1. Investigate weather and road conditions for Wellington and Dufferin Counties prior to 5:45 am. 2. Make a decision on the cancellation of the buses by 6:15 am. 3. Call the Directors of Education or designate to inform them of the decision to cancel school buses. 4. Post the inclement weather announcement to the STWDSTS web site by 6:15 am, contact media to inform the public of the decision to cancel buses. <p><u>Afternoon</u></p> <p>If the weather deteriorates throughout the day and OPP begin closing roads in any divisions;</p> <p>The General Manager will:</p> <ol style="list-style-type: none"> 1. Make a decision to cancel buses prior to 1:30pm. 2. Call the Directors of Education or designate to inform them of the decision to cancel school buses. 3. Post the inclement weather announcement to the STWDSTS website by 1:30 pm to inform the public of the decision to cancel school buses. <p><u>After Commencement of Route – Localized</u></p> <p>In the event a bus driver encounters a situation that effects the safe operation of the bus due to inclement weather or road conditions the following procedures will be followed.</p> <p>The Bus Driver will:</p> <ol style="list-style-type: none"> 1. Secure the vehicle and passenger(s) in a safe location then contact the Dispatcher giving the route number, location, number of students on board, the circumstances of the emergency and if the bus can follow its schedule. <p>Example:</p> <ul style="list-style-type: none"> • Impassable road due to snow or ice – cannot proceed without assistance from grader or sander – bus will be late arriving at destination; or
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<p>Responsibilities Based on Weather and Road Conditions...continued</p>	<ul style="list-style-type: none"> • Impassable road due to snow or ice – unable to travel down road (name) – unable to pick up or drop off student(s) (name); or • Low visibility due to snow or fog – cannot proceed - at (safe) location -will not arrive at destination until (fog/snow) clears. <p>Bus drivers will not return students home after they are picked up in the morning unless confirmation is received that there is an adult at home to receive the student(s).</p> <p>The Bus Operator will:</p> <ol style="list-style-type: none"> 1. Communicate with the local road superintendent(s) to arrange assistance for buses that cannot move because of the road conditions. 2. Contact the school(s) and STWDSTS with the following information: The route number, the location of the vehicle the number of students on board, the circumstances of the emergency, and if the bus can follow its schedule. 3. Maintain communication with the school and STWDSTS with updates until the event is brought to a conclusion. <p>The General Manager or designate will:</p> <ol style="list-style-type: none"> 1. Check and assess the temperatures in all 4 divisions using Environment Canada’s windchill index by 5:15 am.
<p>Responsibilities Based on -35°C with Windchill</p>	<ol style="list-style-type: none"> 1. If the temperature has reached -35°C with windchill will make the decision to cancel buses by 5:30 a.m. 2. Inform the Directors of each school board of the decision to cancel buses. The decision to close schools due to inclement weather is the responsibility of each school board. 3. Post the inclement weather announcement to STWDSTS’s website by 6:15 a.m. informing the public of the decision to cancel buses. If advised of school closures by the Directors of each school board notification will also be posted on STWDSTS’s website about school closures.