

Student Transportation Services of Central Ontario (STSCO)
Memorandum - Alternate Address Information and Transportation Eligibility

Dear families of students who use a Day Care or Babysitter:

November, 2011

On behalf of your School Board and Transportation Services of Central Ontario (STSCO), we would like to take this opportunity to provide you with the following information concerning Alternate Address arrangements (i.e. a Babysitter or Day Care Centre address) and student transportation. The Board's Policy is very clear when dealing with such arrangements. Please understand that a student's transportation eligibility is based on their home address, not on an Alternate Address.

The following points are basic rules to keep in mind when dealing with Alternate Address arrangements:

- ★ An eligible student can access only one bus route and this must be on a consistent basis during the school year.
- ★ A student may have two different stops on one bus route but the two stops must be consistent, five days a week (i.e. the same stop in the a.m., the same alternate stop in the p.m., every day).
- ★ Families requesting alternate address arrangements must submit an online request at www.stsco.ca by clicking on the "Babysitter/Daycare Alternate Request" link and follow the directions which appear. If a Family's home address is not in the bus catchment area (that portion of a school's boundary outside the school's walk zone) for their school of choice, then the annual request must be made prior to May 31st for the next school year.

The following table details eligibility considerations under a variety of circumstances commonly encountered. The first column sets out the example home address location in relation to school of attendance. The second column details where the Alternate Address location is in relation to the school. The last column explains transportation eligibility resulting from the circumstances set out in the first two columns. Please keep in mind that these are illustrative examples and the specific details of individual family/student requests will have to be reviewed by STSCO before eligibility is determined for a specific student.

Residence location	Alternate Care location	Resulting Transportation Status
Home in bus catchment area	None	Eligible to ride one bus
Home in bus catchment area	Alternate in bus catchment	Eligible to ride one bus – two consistent stops
Home in bus catchment area	Alternate in walking distance	Eligible to ride one bus from home and walks from alternate
Home in bus catchment area	Alternate out of School Boundary	Apply for bussing – if allowed then subject to space available
Home in walking distance	None	Walk to and from school
Home in walking distance	Alternate in bus catchment	Apply for bussing – if allowed then subject to space available
Home in walking distance	Alternate in walking distance	Walk to and from school
Home in walking distance	Alternate out of School Boundary	Apply for bussing – if allowed then subject to space available
Home out of School Boundary	None	Apply for bussing – if allowed then subject to space available
Home out of School Boundary	Alternate in bus catchment	Apply for bussing – if allowed then subject to space available
Home out of School Boundary	Alternate in walking distance	Walk to and from school
Home out of School Boundary	Alternate out of School Boundary	Apply for bussing – if allowed then subject to space available

Any questions on Alternate Arrangement issues can be directed to Jan Musgrave here at the STSCO office, extension 251, (705) 748-5500 or 1-800-757-0307, or by email jmusgrave@stsco.ca.

Joel Sloggett, C.A.O. STSCO