



# Transportation Information for Parents of Kindergarten students



## KINDERGARTEN STUDENTS & THE SCHOOL BUS

### Parents are responsible for finding out if their child is eligible to take the bus:

Elementary students must live greater than 1.6 kms from their board designated school to qualify for transportation based on their home address. Parents must confirm their child's transportation eligibility on the HSTS website @haltonbus.ca by selecting "Am I Eligible For Transportation?"  
**\*\* Please Note \*\***

**Transportation eligibility information** is based on the current school year. Any changes to transportation boundaries for the next school year will be updated on our website by the end of the current school year. Please continue to check the website for updates.



### Kindergarten Tags



Kindergarten students who are riding the school bus will be provided with a yellow tag (with smiley face). The tags will be sent to the schools in late August and the school will ensure that the tag is attached to your child's backpack on the first day of school before they get on the bus at the end of the day. The tag displays the student's afternoon bus route number and afternoon bus stop description. The ID tag will assist drivers in identifying kindergarten students when they are departing the bus. If your child is not going to take the bus, you must inform the school and HSTS prior to the first day of school so the tag is not placed on your child's backpack.

**Please review the information on the tag to ensure that it is correct.**

### TRANSPORTATION SET UP for ELIGIBLE STUDENTS

Students who are eligible for transportation are **automatically assigned** to a bus stop location as determined by HSTS. This means your child's name will show up on the bus list. Schools use the bus lists to make sure students get on the right bus at the end of the day.

\* In order to keep students safe, it is very important to make sure the school knows whether your child is taking the bus and if they are going home or to a daycare.



#### My child is **ELIGIBLE** but will **NOT** be riding the bus:

The Parent/Guardian **MUST** notify the school office staff, your child's teacher and HSTS prior to the start of school so they can *remove* your child's name from the bus list and they will not place the yellow bus tag on your child's backpack.



#### If your child **WILL** be using the bus (to and/or from), **REMEMBER** to:

1. Inform your child's teacher
2. Inform the school office staff
3. Make sure the school has the correct address/contact information and the school will inform HSTS.

**Daycare/Caregivers:** Your child must qualify for bussing from your home address in order to access bussing to a daycare/caregiver whose address must also qualify for bussing to the same board designated school.

### Your Child's Transportation Information

In late August, families of eligible kindergarten students will receive a letter outlining your child's:

- \* Pick up and drop off times
- \* Bus stop location
- \* Bus route number and bus company
- \* Temporary PIN # (to be provided when contacting HSTS until the student's OEN is assigned later in the school year, please see explanation below).



Students new to the school system are assigned a 9 digit Ontario Education Number (OEN) during the first few months of school. The 9 digit OEN will be on your child's first report card. The OEN is required to log on to the **parent/student** portal on the HSTS website to access your child's transportation information. Once your child has been assigned their OEN, parent's are responsible for obtaining their child's student transportation schedule annually in August @haltonbus.ca.

\*\* Parents of **new** kindergarten students will **not** be able to access this information on the HSTS website before the start of the school year so remember to take note of the bussing information provided in the letter you receive as well as your temporary PIN# if you need to contact HSTS by phone or email.



# Transportation Information for Parents of Kindergarten Students



## School Bus Orientation Day held annually in late August

**FIRST TIME RIDERS** can practice riding the school bus, learn about the 'danger zone', how to safely wait and board the bus as well as safe crossing procedures. The program is held at multiple school locations throughout Halton. Visit [www.haltonbus.ca](http://www.haltonbus.ca) for the date and a listing of the locations in your area. **Contact the host bus company presenting at your location of choice to book a spot for you and your child.**

### SCHOOL BUS SAFETY VIDEOS

Visit the safety section on [haltonbus.ca](http://haltonbus.ca) to view school bus safety videos that were created specifically for first time riders and their parents/guardians.

## Are you moving in the SUMMER months??

HSTS office is open in July and August when the schools are closed. We will accept address changes from parents by **email only** at [transportation@haltonbus.ca](mailto:transportation@haltonbus.ca).



Parents **must** communicate this information to the school **by the end of August** when schools are open.

Bussing arrangements for eligible students will **only** be finalized once the school has confirmed the address change with HSTS.

\*\* Please note, during regular school months HSTS will **ONLY** accept address changes **from the school**.

Information Flow between you, the school and Halton Student Transportation Services during the school year.



**Bus stop locations** are based on the Board's distance to stop policy outlined in procedure HS-1-002 -Transportation Eligibility. JK/SK students **must** be accompanied to and from the bus stop location by a designated adult.

**Remember**, If at any time during the school year your child no longer requires transportation, we ask that you advise your child's school, who will in turn, notify Halton Student Transportation Services. We will then remove your child's name from the bus list. It is imperative that the bus lists are accurate and kept up to date with the most recent student information.

### Sign up for Email Notifications:

Parents/Guardians can sign up to receive an email notification if your child's bus has been delayed (anything over ten minutes). Go to the HSTS website to review the step by step instructions.

You can also click on the Delays and Cancellations link on the main page of the website to view a list of delayed routes.



### HSTS IS COMMITTED TO PROTECTING STUDENT INFORMATION

\* For security reasons you **must** provide your child's **Temporary PIN# (until your child has been assigned an OEN number)** when contacting HSTS. Once your child has been assigned their OEN (which will be on their first report card), you can log on to the parent portal [@haltonbus.ca](http://haltonbus.ca). As new students will not have this OEN at the beginning of the school year, if you have not received a letter in the mail from HSTS, student transportation information must be obtained from your child's school.

### Have Questions?



Check out our website [@haltonbus.ca](http://haltonbus.ca) where you will find helpful information such as:

- Transportation Policy and Procedures
- Bus Delays
- Bus Company Contact Information
- How to stay informed when transportation services are cancelled,
- Frequently Asked Questions.