

Who Can Ride the Bus?

Alberta Education changed transportation eligibility and effective September 1, 2025 the eligibility distance requirement will be lowered to the following distance:

1.0 km for grades k-6 & 2.0 km for grades 7-12
Horizon School Division opted to introduce the new distance eligibility for the 2023/24 school year and will continue with the new eligibility for the 2024/25 school year. Horizon School Division is required to transport students to their designated school if they reside 2.4 km or more away. Please note that new transportation requests will be reviewed beginning September 15, 2024.

School of Choice - Non-Designated School

Parents are entitled to send their children to the school of their choice, provided the school can accommodate them. Transportation to a non-designated school is not guaranteed. For more information on Non-Designated Transportation and timelines, please see Policy IC on the website.

School Bus Rules of Conduct

Student safety is our number 1 priority and the reason for rules of conduct on buses.

Students must respond to the bus driver's directions promptly and respectfully, including when entering or exiting the bus.

Students must refrain from disruptive and disrespectful behaviours.

Students must remain seated when the bus is in motion.


Students are expected to be on time and waiting at their designated stop 5 minutes prior to the bus arriving.

Students shall respect the driver and all other passengers.

Students must be appropriately dressed for the weather (children should be dressed in winter coats, snow boots, gloves, etc.)

For students with special needs, the parent and school administration shall inform the Transportation Coordinator of exceptional circumstances and/or concerns prior to the student's initial use of the bus.

Bus Cancellation and/or Delay

In the event of adverse weather or road conditions, your bus could be delayed. If the delay is greater than 10 minutes parents will be contacted by School Messenger. However, if the delay is less than 10 minutes, you will have to watch for the bus and no alerts will be sent. If individual bus routes are cancelled, parents will be contacted by their bus driver. Information on cancellations or delays may also be found by clicking on the  icon on the Horizon School Division's Website.

Bus routes will not run when the temperature reaches below -40C with windchill. Parents will be contacted by School Messenger.

If schools are closed in the geographic area, **school bus drivers do not contact families. Parents will need to: Check the Division Website www.horizon.ab.ca or listen to local radio stations for any updates or check the Horizon School Division Facebook page. If your bus route is cancelled in the morning it will be cancelled for the day.**

It is imperative for students to dress appropriately for the weather.

Parents on the Bus

Parents are not allowed on regularly scheduled school bus runs. If there is an issue that a parent would like to discuss with the bus driver, they are welcome to contact the driver by telephone either directly or through the First Student Office. Harassing the bus driver or other bus students is a serious offence, which may be reported to the police/RCMP.

Unauthorized Stops/Additional Riders

The Division **cannot** accommodate transportation requests related to babysitting arrangements, extra-curricular activities, lessons, sports, or after school jobs. Bus drivers may only provide service to and from the child's home address, once approved by the division office.

Student Transportation Information

2024-25 School Year



horizon
school division

First  **Student**

Contact Numbers



Regarding	Office to Contact
<ul style="list-style-type: none"> - Changes to service related to a vacation or extended absence. - Items left on the bus 	First Student Canada, Taber Branch: (403) 223-5670 *First Student has a 24-hour answering machine
<ul style="list-style-type: none"> - Changes to service related to a vacation or extended absence. - Transportation questions or concerns related to a driver, route, other riders, etc. 	Horizon School Division, Transportation Coordinator: Patty Petronech (403) 223-3547 ext. 10126
<ul style="list-style-type: none"> - Registration for Transportation Services - Address Changes - Updates to Emergency Contact Information - Updates to Medical Information 	Your School Secretary:

Contacting Your Driver



If you need to speak to your driver to notify them that your child will not be riding the bus or make any other arrangements, please call your driver **prior to 7:00am**. If you are not able to contact the driver in advance, you will need to call the First Student office and they will relay the information to your driver when it is safe to do so.

DO NOT text your driver with this information, as the driver is not able to check their phone once they are on the road (**or after 7:00am**). This also creates a distraction for the driver which is unsafe for your child(ren) and other passengers.



Updating Your Child's Information

This includes:

- Updates to your address, phone numbers, etc.
- Medical information as needed
- Emergency contact information
- Information regarding changes to service (e.g. moving, vacation, absence, etc.)

Please contact your school secretary with updates.



Student Misconduct



To ensure the safety of all passengers on the bus, students are expected to conduct themselves in an acceptable manner and adhere to the rules of the bus. Drivers will complete a misconduct report on any student behavior that is disruptive to the safe operation of the bus. The report is submitted to the Transportation Coordinator. The bus driver will contact parents when a report has been submitted regarding their child's behavior. Following that, the Transportation Coordinator will collaborate with the school Principal to determine and document a suitable course of action. Parents are expected to support their child's bus driver in appropriate conduct on the school bus.

Oversized and/or Personal Items on Bus

According to the Alberta Traffic Safety Act (Standard 10 – Cargo Securement) students must be able to hold their school items on their laps, or securely wedge their belongings under their seat, without encroaching into another student's space, protruding out of the seating area, into the aisle, or blocking the emergency exits. Large band or musical instruments, sports equipment, such as skateboards, baseball bats, lacrosse sticks, hockey bags, curling brooms, skis, hockey sticks, and toboggans are not allowed on the bus. Students are not allowed to bring pets, or other animals/insects with them. Parents will have to arrange to transport these items for their children. Students may not bring vapes, tobacco or drugs on the bus. Students shall not bring items onto the bus which may cause injury to others or damage the bus. Students may not play electronic audio equipment if it is audible to anyone other than the student.