

Section General	Number of pages 1
Title Temporary transportation requests	Effective date December 12, 2013

Statement	<p>During a school year, parents or guardians may submit requests for temporary changes to their children's pickup and/or drop off points for a short period of time – not for a single day - during which the children will reside elsewhere than the family home.</p>
Terms	<p>Parent/tutor application can be approved if all of the following conditions are met:</p> <ul style="list-style-type: none"> • Temporary transportation is provided by an existing bus route for the school; • transportation does not cause any changes to the bus route; • there is room on the bus; • temporary pickup or drop off points already exist and do not entail any modification of the already authorized stops; • the temporary change does not exceed one (1) month; • the change must be for a minimum of one (1) week; • parents or tutors submit their application to the CTSE using the electronic form <i>Temporary change</i>. <p>Examples of temporary requests that will be refused and not limited to :</p> <ul style="list-style-type: none"> • Student must go to a friend's house (school work or other); • parents or guardian are unable to be at the bus stop; • student wants to visit a family member or friends; • student attends after school classes. <p>Note: The student who works after school and wishes to be dropped off elsewhere must apply for a courtesy seat (for work). It will be considered as indicated in CTSE015 regulation.</p>