



NIPISSING-PARRY SOUND STUDENT TRANSPORTATION SERVICES

<p>Section</p> <p>Transportation – Eligibility</p>	<p>Revised</p> <p>2025-06-24</p>
<p>EL – 006 Opt Out Procedures</p>	
<p>General Statement</p>	<p>The Nipissing-Parry Sound Student Transportation Services (NPSSTS) administers student transportation on behalf of the Near North District School Board, the Nipissing-Parry Sound Catholic District School Board, le Conseil scolaire catholique Franco-Nord and le Conseil scolaire public du Nord-Est de l'Ontario.</p> <p>With the goal of constantly improving transportation efficiency, the NPSSTS will make every reasonable effort to build transportation solutions that meet the needs of the students. At present, approximately 75% of enrolled students are eligible for transportation based on eligibility criteria. However, not all eligible students avail themselves of these services.</p> <p>As required by the Ministry of Education and in the interest of student safety and to maximize the use of available resources, parents/guardians are asked to advise the NPSSTS should their eligible children not require transportation. Parents/Guardians can do this by completing the Opt-Out form (EL-006-1) that is found on the NPSSTS website.</p> <p>It is very important that eligible students who are not using the bus identify themselves as opting out of transportation, so they are not improperly assigned to a school bus and/or inadvertently put on a bus at the end of the day.</p> <p>The Opt-Out form lets NPSSTS, School Administration and Bus Drivers know that an eligible student will not be taking the bus to school in the morning and/or home from school in the afternoon.</p>



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	<p>Opting Out has many benefits which include, but are not limited to:</p> <ul style="list-style-type: none"> • Student safety – school lists of who is riding which bus are accurate • System efficiency - school purpose vehicles only travel to those locations where students need services resulting in bus routes being shorter • System accuracy – NPSSTS staff know how many seats are available on routes so that they can accurately plan services. Similarly, drivers will only have the names of those students who are using the services on their route. <p>Parents/Guardians can decide at any time to change their opt-out status for eligible students by completing the Opt-Out form (EL-006-1) and choosing the Opt-In box. If the Parent/Guardian does not have access to the online form, they can also contact the NPSSTS to reinstate their transportation.</p> <p>It is important, at all times, to have an accurate list of students who are actually riding the bus or have opted out of transportation. The accuracy of this list is crucial in both student safety and cost effectiveness.</p>
<p>Operational Procedures</p>	<ol style="list-style-type: none"> 1. When an eligible student does not require transportation for the duration of the school year, the Parent/Guardian is expected to complete an Opt-Out form (EL-006-1). 2. The Opt-Out form is available online on the NPSSTS website. If the Parent/Guardian does not have access to the online form they can contact the NPSSTS for a copy of the form. 3. When completing the form, the parent/guardian will need the student's OEN number and will also indicate if their student is opting out for the morning bus to school, the afternoon bus back home or both morning and afternoon.



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| | <ol style="list-style-type: none">4. Once the parent/guardian completes the form, it is understood that regardless of the student's schedule, the student will not be using the bus at any time during the year for the option that the parent/guardian indicated. (i.e. morning trip to school, the afternoon bus back from school or both morning and afternoon). The process for opting back into transportation for eligible students is explained in Articles 6 and 7 below.5. Once the parent/guardian completes and submits the Opt-Out form, the parent/guardian and school will receive confirmation that the student has opted out of school transportation.6. A parent/guardian may choose to Opt Back In to transportation. This is a return to the most recent transportation arrangements. In this instance, the same online form may be used and sent directly to the NPSSTS. However, if there is any change in address, pick up or drop off location, or any other data, the parent/guardian will be required to complete a Transportation Request Form and submit it through the school as though this was a new request.7. Where a parent/guardian is opting back into transportation, the NPSSTS will require 72 hours from the time of receipt of the form to process the request and will advise when the change has been completed and the eligible student can start riding. |
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