



625 Elphinstone Street
Regina, SK S4T 3L1
Tel: (306) 791-7248 Fax: (306) 791-3520
Principal: Mrs. Karen Istace

Dear Parents/Guardians,

The expectations listed will be enforced to ensure the safety for all students and adults in the van as well as continuation of van transportation privileges.

1. **Upon arrival** to your home the van driver will honk two times and wait two minutes before leaving. If the student is not ready when the van arrives at the appropriate time, the parent/guardian must transport the student to school.
Please note: A phone call must be made to St. Luke School, to excuse a student for an absence or if van transportation is not needed, before 8:30 am.

If after three consecutive days of not attending or not calling to cancel van transportation, the van privilege will be suspended for one week.

It is important to be aware, van arrival and drop off times may change due to weather, number of students in the van, as well as adjustments/changes that may be made in the route, throughout the school year.

2. **Appropriate classroom behavior** is expected while riding as a passenger in the van (before and after school).

Please note: If inappropriate behavior occurs, students will receive a warning each time. In the event a third warning occurs, van transportation will be suspended for one week and parents/guardians will be responsible for transportation during that time period.

3. **Seatbelts** must be worn at all times with the shoulder strap in place.
4. **Booster seats** are mandatory for children if they do not meet 2 of these 3 requirements: 7 years of age or older, 145 cm (4'9") in height or taller, 36kg (80 lb.) or larger.
5. **Assigned seating** in the van will be set by staff. Students cannot change seats without permission from staff.
6. **No food, drinks, toys, or electronics** will be permitted.

Please note: Upon signing the Personal Electronic Technology Consent, students will need to conform to the rules of the guidelines. The rules will be in effect upon entering the van for transportation (before and after school). If a student chooses to take out, use, or have technology visible, it will be immediately given to van staff. The device will be locked up at school until the teacher or principal determines the next course of action. This may include parent phone call or technology privileges suspended for a period of time.

Parent/Guardian

Date

Student