Procedure Section:	**Transportation**
Procedure Title:	**Temporary Transportation**
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Requests for temporary changes for pick up and drop off consisting of over thirty (30) consecutive school days may be considered only if the parent/guardian has made such arrangements at least ten (10) school days in advance of the start of the request change. RCJTC must approve the request and authorization has to be given to the transportation operator. Consideration of such requests is subject to there being room on the vehicle and there not being a requirement for an additional stop or a route extension. Any changes of less than thirty (30) days will not be considered, except under special circumstances, such as where Children's Aid/Family Children Services is involved. To prevent misuse of this privilege, students will not be permitted to ride their regular vehicle during the temporary change period. The temporary change must be consistent five (5) days per week, Monday to Friday, as per section 1A.5 of the Transportation Policy.

Examples of Refused Requests (Incomplete List)

1. The student must work on a project at a friend's house.

2. The parent/guardian must work later than expected.

3. The parent/guardian will not be able to arrive on time at the designated stop.

4. The parent/guardian must be away for a few days or a few weeks because of family commitments.
5. The parent/guardian will be away on holidays, and the child(ren) will be staying with someone else temporarily.
6. The parent/guardian will be on a business trip, and the child(ren) will be staying with someone else temporarily.
7. The student will be visiting a relative, a friend or someone else.

8. The student is taking lessons after school once a week.

9. The students after school day care centre is closed for a few days, and they must go to another babysitter.

Related RCJTC Policy

P.01   Transportation Policy

Related RCJTC Administrative Procedures

Related RCJTC Forms