



Transfer Point Locations	DATE: December 15, 2015	REVISED: August 1, 2016
Statement	It is sometimes necessary to transfer students from one bus to another in order to accommodate their transportation to and from school.	
Procedure	<p>The establishment of a school bus transfer site will be assessed by Tri-Board Student Transportation Services staff to insure that it meets the following criteria:</p> <ul style="list-style-type: none">• Meets all of the requirements of the Highway Traffic Act;• Transfer locations must be in an area where the students can move safely to and from their transfer bus.• Transfer locations must be free of student distractions e.g. retail stores <p>Students must not be let off the bus for any other reason than to transfer from one bus to another. All buses must be present at the transfer point prior to any student loading/unloading. Students once transferred, must remain on the receiving bus until they reach their assigned destination.</p>	