

**TRANSPORTATION - SCHOOL BUS DRIVER IMPROVEMENT PROGRAM
(‘S’ ENDORSEMENT)**

Background

In the interests of providing safe transportation service, the Division requires that all regular and substitute school bus drivers, and volunteer teacher/coach drivers who operate Division-owned school buses successfully complete the School Bus Driver Improvement Program (‘S’ Endorsement).

Procedures

1. Each driver shall complete the ‘S’ Endorsement within a 12 month period of time after starting employment with the Division as a school bus driver, or after being appointed to the list of approved drivers as a volunteer teacher/coach driver. Training arrangements are handled by the Transportation department.
2. The Board will pay for all fees assessed related to the instructor fees and materials for the driver to obtain the ‘S’ Endorsement.
3. Regular and Substitute School Bus Driver salaries and mileage will be paid in order to fulfill the requirements of this mandatory training.
4. Failure to successfully complete this program within the 12 month period will result in removal from the list of approved school bus drivers until such time as the program has been completed.

Reference: Section 60, 61, 113, 117, School Act

Amended: April 2016