

POLICY ICA – Changes to Attendance Boundaries

The Board recognizes the need to establish attendance boundaries that most effectively and efficiently meet the needs of the school communities it serves.

PURPOSE

To provide direction for requests regarding attendance boundaries.

GUIDELINES & PROCEDURES

1. Attendance boundaries are set by the Board.
2. Parents or guardians may request a change in boundary that directly impacts where their child attends.
3. The procedure for such requests shall ensure full opportunity for the parties:
 - a) to add information,
 - b) to discuss the issues, and
 - c) to state their positions and supporting arguments.Such a request must be in writing, and will be heard at a closed meeting of the Board by the Transportation Appeal Committee.
4. The Board will advise the parent of the time and place of such a meeting and invite the parent:
 - a) to attend the meeting of the Board at which the request will be heard;
 - b) to present any information supporting their request.
5. If the committee feels there is sufficient support for the Board to consider a change to an attendance boundary, it may request the Transportation Department to research the impact of such a change in a manner appropriate to the situation. This may include surveying the families in areas that could be affected by the proposed changes, consideration of costs, impacts on bus ride times, or any consultation process deemed useful by the committee.
6. Every decision must:
 - a) be directed toward the educational interests of the student;
 - b) consider the impact of the decision on the total population of students served, and
 - c) consider the availability of resources.
7. After consideration of results or any research along with other factors such as costs, impact on routes and pick up times the committee may or may not make a recommendation to the Board to change an attendance boundary.
8. The Board will inform the parent, in writing, of the Board's decision.

9. Unless there are significant changes in circumstances, requests to change attendance boundaries can be made only once per residence.

REFERENCES

Cross References:

[*Policy EEA*](#) – *Student Transportation Services*

[*Policy EEABA*](#) – *Cross Boundary Transportation*

[*Policy IC*](#) – *Student Attendance Areas*

Legal References:

[*Education Act*](#) -Section 10, 59(1)(b)

[*School Transportation Regulation*](#)

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Next Review: 2025/2026