

USE OF PRIVATE PROPERTY POLICY

1. Purpose:

To establish guidelines and regulations as to when private property may be used for the purposes of student transportation as required for North East Tri-Board Student Transportation.

2. Conditions:

The use of private property may only be considered if,

- there is a recognizable hazard that warrants the use of private property as a safer means of use than the use of public property.
- there is a special circumstances, in which it would be the best interest of North East Tri-Board Student Transportation to use the private property.
- there is a special event which would require the use of private property.

3. Special Considerations:

The use of private property may be established based on special considerations as approved by both the North East Tri-Board Student Transportation Governance Committee and the Operations Committee.

4. Authority:

The authority to authorize the use of private property is solely that of the Transportation Supervisor.

5. Special Recommendations:

Recommendations as to the use of private property may be provided by the Governance Committee, School Bus Operators, or the public, however they remain only recommendations and do not authorize the use of the property.

6. Authority of Operators:

School Bus Operators have the authority to decline any approved use of private property due to safety reasons, hazard identification or any other legitimate concern which would involve their employees or property with sufficient notice to North East Tri-Board Student Transportation as to that changes to the route can be made without hindrance to provided service.

PRIVATE PROPERTY RELEASE FORM

I (We), _____, owner(s) of the private property at the address of _____ in the city or township of _____ in the province of _____, give permission to the North East Tri-Board Student Transportation and its independent contractors to use the property mentioned above for the purposes of:

By signing this release form, the property owner, heirs, executors, administrators, successors and assigns, indemnify and hold harmless the North East Tri-Board Student Transportation, the School Boards within consortium, their officers, trustees, employees, servants, agents and independent contractors and their respective heirs, executors, administrators, successors and assigns from any manner of damage, injury, risk, claims, demands, actions, causes of actions, and costs arising out of or incurred by reasons of services performed by the School Bus Operator on this property.

Initial _____

The term of this release is effective for one calendar year, and terminated thereafter. The termination of this agreement prior to the one year term can only be accomplished by mutual consent as agreed in writing by the current property owner and the North East Tri-Board Student Transportation, or at anytime, by the North East Tri-Board Student Transportation, without notice.

Initial _____

<p style="text-align: center;">Property Owner(s)</p> <p style="text-align: center;"><small>(The undersigned has read and agreed to the terms and sections in the Use of Private Property Policy)</small></p> <p>_____</p> <p>Print Name</p> <p>_____</p> <p>Signature</p> <p>_____</p> <p>Date</p> <p>_____</p> <p>Print Name</p> <p>_____</p> <p>Signature</p> <p>_____</p> <p>Date</p> <p>_____</p>	<p style="text-align: center;">North East Tri-Board Student Transportation</p> <p>_____</p> <p>Supervisor of Transportation</p> <p>_____</p> <p>Signature</p> <p>_____</p> <p>Date</p> <p>_____</p> <div style="border: 2px solid black; background-color: #cccccc; padding: 10px; margin-top: 10px;"> <p style="text-align: center; font-size: small;">For office use only</p> <p style="text-align: center;">File Number:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Location:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Expiry:</p> <p style="text-align: center;">_____/_____/_____</p> </div>
--	--

PRIVATE PROPERTY POLICY

1. Purpose:

- To identify and document the written permission to use private property for the purposes of school bus transportation as required in the Agreement for Transportation, Sec 2.2.

2. Uses:

As mentioned in Sec 2.2 of the Agreement for Transportation, private property may be used with written permission from the owner as a:

- Turn around:
 - o the use of the property to have a vehicle turn round as to the finish direction being 180* from starting position.
- Road:
 - o the use of the property to traverse the property from one point to another.
- Drop-off location:
 - o the use of the property to have students or rider either embark or disembark from the school bus in a safe manner.

Any other means of use must be described on the release form and approved by the Transportation Officer.

3. Authority:

The Joint Transportation Policy and any other policy or procedure in effect with the North East Tri-Board Student Transportation supersedes the Private Property Policy and Private Property Release Form conditions.

4. Property Requirements

The private property must:

- be properly maintained during all seasons as to ensure the safe use at all times.
- have proper drainage as to ensure the integrity of the used surface.
- not contain obstructions or hazards that would impede the safe use of the area.
- provide proper lighting during all hours of a day and night to ensure adequate visibility of the driver while using the property.
- be able to support the use of a maintenance vehicle or tow truck while being used by the school vehicle.
- be capable of supporting the maximum weight of the vehicle with a full load of passengers.
- have clear entrances and exits as to ensure the safe entrance or exit of the vehicle from and to the property. These exits must not endanger or create any hazards to the vehicle or any public person, vehicle, or property.

5. Special considerations

Turn Around

- The area where the vehicle will turn around should be greater than the space needed for the vehicle to turn without having to travel in reverse.
- If the vehicle must travel in reverse, the vehicle must be able to backup straight back or back up from the driver's side without obstruction.
- If the vehicle must travel in reverse, it must be able to complete the turn around on the private property and at no time reverse onto a public roadway or side walk.
- The area where the turn around is situated should not have any obstacle or hazards that would impede the safety.

Road

- The property must be laid out in such a fashion that the driver will be able to maintain optimal visibility at all times.
- The private roadway would not receive any exemption from that of a municipally, provincially or federally maintained road, as to ensure due diligence and safety.

Drop-off location

- The drop-off point must be in a safe area, while providing the pupil with a safe route to walk in the desired direction.
- The drop-off location will be treated as any other drop-off location as defined in the Joint Transportation Policy.

6. Liability:

The position of the board, while the operator is using private property for the purposes outlined in this policy, is stated in section 2.1 of the Agreement of Transportation and summarized on the Private Property Release form. This position as stated in sec 2.1 in the Agreement of Transportation is:

“For himself, his heir, executors, administrators, successors and assigns, indemnify and hold harmless the Board and its officers, trustees, employees, servants, agents and independent contractors and their respective heirs, executors, administrators, successors and assigns from any and all manner of damage or injury, risk, claim, demands, actions, causes of actions, damages and costs arising out of or incurred by reason of the services performed by the Operator ...”

7. Terms:

The term of the private property release is effective for one calendar year, and terminated thereafter. The termination of this agreement prior to the one year term can only be accomplished by mutual consent as agreed in writing by the current property owner and the North East Tri-Board Student Transportation, or at anytime, by the North East Tri-Board Student Transportation, without notice

