

SCHOOL COMMUNITY ATTENDANCE AREAS

The Board shall establish an “Attendance Area” (or a Student Transportation Service Area) for each school community operated by the Board. The Board encourages all students to attend the designated school determined by the student’s home location in an attendance area. However, the Board recognizes parental rights, under the Education Act Section 33, to request that their children attend a school other than the designated school within their attendance area. The Board also recognizes the responsibility of parents for transportation in accordance with this policy.

1. a) The Board shall establish attendance areas for all school communities, and reserves the right to adjust the areas from time to time, in the interest of more effective or efficient use of resources, bus routes or facilities.

b) Any changes in the boundaries of attendance areas effective at the beginning of a school year shall be communicated to the affected parents and guardians, and “Independent Students” as defined in the Education Act, by the preceding June 1st.
2. a) Parents and guardians or independent students wishing to attend a school other than the school in their attendance area shall make a written application to the Principal of the proposed receiving school (with a copy going to the Superintendent).

b) The principal of the proposed receiving school shall inform the parents or guardians or independent students of any transportation implications that need to be considered with their application.

c) The Principal of the proposed receiving school shall review the application with the Principal of the previous school, and shall consider the following factors:
 - i. the availability of space, resources, and program;
 - ii. the teaching load of the staff;
 - iii. the projected school enrollment;
 - iv. the priority of enrolment (guideline 2(d) of this policy).
- d) The Principal of the proposed receiving school shall consider the following enrolment priorities when considering the application:
 - i. students living in the attendance area;
 - ii. special needs students who can best be educated at the school;
 - iii. resident students currently attending from outside the attendance area;
 - iv. resident students living outside the attendance area who have siblings attending the school;
 - v. resident students living outside the attendance area whose family needs are

- special;
 - vi. resident students living outside the attendance area with none of the above conditions;
 - vii. non-resident students.
3. In accordance with Section 33 of the *Education Act*, and after considering provisions outlined in this policy, the Principal of the proposed school may approve the application for a student to attend his/her school, and shall advise the Superintendent's office and the Principal of the school within the student's attendance area of the approved attendance application.
4. When approval is granted for a student to attend a school outside his/her attendance area, due to a matter of choice and not program needs, the following guidelines for transportation arrangements are to be followed.

The parent, guardian or independent student may make an application to the co-ordinator of Transportation Services to receive transportation from a designated location within the new school attendance area. The following factors will be considered:

- a) an established drop off / pick up within the proposed receiving school attendance area;
 - b) availability of space and existing bus size;
 - c) student safety.
5. School bus routes should not be adversely affected, either in ride times or distance traveled, to accommodate students attending a school outside their school community attendance area due to a matter of choice.
6. If a special programming need, approved by the Superintendent or designate, is being met by a student going to a school outside his/her school community attendance area, the Coordinator of Transportation Services may make some adjustments to bus routes.
7. An appeal of a decision made in accordance with this policy may be made in writing to the Superintendent, given the circumstances whereby:
- a) a school Principal does not accept the application of a student, from outside his/her school attendance area, to become a student of his/her school; or
 - b) the coordinator of transportation services does not approve bus transportation for a student to attend a school outside his/her school attendance area.

Legal References

Section 1, 7, 33, 52, 42, 43 Education Act
Approval Date: October 14, 2003
Amended: January 10, 2006; June 23, 2009
Alberta Regulation 250/98
Student Transportation Regulation
Renumbered BP 16 September 8, 2009 (Previously BP 17)
Renumbered BP 17 September 14, 2010
Amended: April, 2013; May, 2016; November, 2018, January 2020, February 2023
Reviewed: October 2024, February 2025