

SECTION 300

How We Plan to Support Schools and Ensure Alignment



Administrative Procedure 301.2AP – Active Transportation

Purpose

The purpose of this procedure is to provide guidance with respect to how the District will promote active transportation to and from school.

Scope

This procedure outlines the District's strategies for creating safe conditions for active transportation including:

1. Districtwide initiatives and community partnerships,
2. ongoing evaluation of road hazards and school bus stop locations,
3. enforcement of an adult crossing guard program

Definitions

“Active transportation” is any type of human-powered transportation, including walking, cycling, scooting, skateboarding, or using a mobility device. Active transportation is any type of human-powered transportation, including walking, cycling, scooting, skateboarding, micromobility vehicles, or using a mobility device.

Procedures

1. Districtwide Initiatives and Community Partnerships

- 1.1. The District will work to facilitate active transportation and minimize hazardous route conditions through a variety of initiatives such as but not limited to:
 - a) partnerships with the Ministry of Transportation and Infrastructure, the City of Nanaimo, Town of Ladysmith, Regional District of Nanaimo, Cowichan Valley Regional District, and the RCMP to increase road safety and create safe routes to schools;
 - b) active transportation planners;
 - c) participation in Walk to School Month;
 - d) educating students, parents, and the community in road safety;
 - e) creating no-stopping zones around schools;

- f) establishing “walking school bus” type initiatives;
- g) reducing barriers to walking;
- h) establishing a Safe Walk to School program (district initiative – maps/routes etc.);
- i) assisting schools in implementing the Safer School Travel Program;
- j) using crossing guards;
- k) participating in the Greater Nanaimo Cycling Coalition; and
- l) carrying out the Active School Travel Program.

2. Evaluation of Road Hazards and School Bus Stop Locations

- 2.1. The District recognizes that the varied topography of areas within the District may present hazardous walking conditions. Narrow road shoulders, ditches lining roads, and the lack of sidewalks are considered to be normal in the rural areas of the District. Thus, students and parents or guardians are expected to assess the pedestrian conditions that affect them and take proper measures to ensure student safety travelling to and from school or a bus stop.
- 2.2. The District review concerns brought forward regarding the safe walk route of a student to and from school in accordance with Policy 301 Transportation To and From School and the Bus Route Evaluation and Recommendations Process.
- 2.3. While the District will perform a reasonable assessment of hazard concerns in accordance with the [Bus Route and Hazard Evaluation Form](#) as needed, the District does not control road or roadside improvements and it is therefore the responsibility of local authorities such as the Ministry of Transportation and Infrastructure to provide safety improvements.
- 2.4. The Transportation Department shall establish bus stops taking into account terrain, roads and population density. To minimize the number of stops, students may be required to travel a considerable distance to and from their bus stop. Efforts will be made so that students will not be required to walk more than 3.2km along an established bus route. Students wishing to leave the bus at a stop other than their regular one, must have a note from a parent or guardian.

3. Adult Crossing Guard Program

- 3.1. An adult crossing guard is an adult person employed to supervise and expedite the crossing of school children at complex, hazardous or congested crossing locations. A discussion regarding the review of an Adult Crossing Guard Program is first initiated through the Assistant Superintendent. For a detailed outline of the District’s

procedures for training Adult Crossing Guards refer to the [Nanaimo Ladysmith Public Schools Adult Crossing Guard Program](#) document.

Updated:

References: Policy 301 Transportation to and from School
[Bus Route and Hazard Evaluation Form](#)
[Nanaimo Ladysmith Public Schools Adult Crossing Guard Program](#)