



## **Appendix A**

### **Bus Route & Hazard Evaluation Form**

The transportation of students in areas of unusual hazards and bus stop locations requires continuous evaluation. The Bus Route & Hazard Evaluation form and information will be utilized to evaluate the feasibility and continuation of bus routes and to evaluate concerns brought forward regarding bus routes or the safe walk route of a student to and from school.

While the Nanaimo Ladysmith Public Schools will perform a reasonable assessment of local significant or non-significant hazard concerns, the Nanaimo Ladysmith School District does not control road or roadside improvements and it is the responsibility of local authorities such as the Ministry of Transportation and Infrastructure to provide safety improvements.

Information regarding hazard concerns identified below will be relayed to the pertinent, local authority.

In order to consistently evaluate areas where a student of the Nanaimo Ladysmith Public School System may face an unusual street or road hazard, the following criteria will be used.

### **Bus Route & Hazard Evaluation Form**

To be used to evaluate bus routes and concerns regarding road or street hazards.

#### **Reason for Evaluation**

- ☐ Annual Bus Route Review
- ☐ Hazard complaint/concern

\_\_\_\_\_  
Person(s) requesting evaluation

\_\_\_\_\_  
Address

Location of area to be evaluated:

\_\_\_\_\_

\_\_\_\_\_  
Date of Evaluation

\_\_\_\_\_  
Evaluator

\_\_\_\_\_  
Time of Evaluation

CONSIDERATIONS	Yes ✓	No X	RELEVANT INFORMATION	COMMENTS
<b>SAFETY &amp; HAZARDS</b>				
<b>WALKWAY</b>				
Sidewalk?				
Paved Shoulder?				
Trail?				
Impassable?				
<b>TYPE OF ROAD CROSSING</b>				
Two Lanes?				
Two Lane Uncontrolled Crossing?				
Two Lane lighted/controlled crossing?				
Four Lanes?				
Four Lane Lighted/Controlled Crossing?				
Six Lanes?				
Six Lane Lighted/Controlled Crossing?				
Do Lighted/Controlled Crossings have countdown timer?				
Other (please specify)				
<b>LIGHTING</b>				
Are there streetlights in walking area?				
<b>DISTANCE &amp; GEOGRAPHY</b>				
Are all bus stop locations outside of the prescribed walk limits of 4.0 KM (Kindergarten to Grade 3) & 4.8 KM (Grade 4 to 12)?				

Other (please specify)				
<b>PUBLIC TRANSPORTATION</b>	<b>Yes</b> ✓	<b>No</b> X		
<b>TRANSIT SERVICE</b> Availability of public transit				
<b>ACTIVE TRANSPORTATION</b>				
<b>SAFE WALK PROGRAM</b> In Place?				
<b>ACTIVE TRANSPORTATION PLAN</b> In Place?				
<b>WALKING SCHOOL BUS</b> In Place?				
Bike Racks at School?				
Other (please specify)				
<b>ELIGIBLE RIDERSHIP/ OCCUPANCY</b>				
<b>AGE OF STUDENT</b> Primary  Intermediate  Secondary				
<b>ELIGIBLE RIDERS</b> Elementary Number of eligible students who utilize the bus regularly. If more than 42, give ✓ If less 42 give X				
<b>Secondary</b> Number of eligible students who utilize the bus regularly.				

If more than 28, give ✓ If less than 28 give X				
<b>POLICY/NON-POLICY/BOARD MOTION</b>				
Was Bus Route a result of a Board Motion?				
<b>LOCAL COMMUNITY AGREEMENT</b>				
Is Bus Route part of a local community agreement?				
<b>PARENT CONCERN OR REQUEST</b>				
Has there been any parent concerns or request for changes?				
<b>OTHER</b>				
CROSSING GUARD In Place?				
<b>Total</b>				See below for Preliminary Recommendations.

### Trip Overview

	Positive	Concern
Walkway		
Type of road crossing		
Lighting		
Distance and Geography		
Public Transportation		
Active Transportation		
Policy/Board Motion		
Local Community Agreement		
Crossing Guard		
Other:		
Other:		

**Recommendations:** \_\_\_\_\_

\_\_\_\_\_