



ADMINISTRATIVE PROCEDURE 368
TRAVEL TO PROVINCIAL COMPETITIONS

Background

The Division believes that students, who have achieved the right to participate in Provincial Competitions through their involvement in school curricular or extra-curricular activities, should not be impeded by the costs of travel to competitions where participation is not guaranteed and occurs irregularly. The Division will support exceptional costs for transportation to these types of Provincial Competitions.

Procedures

1. Students registered in a Division school for the balance of the school year, at the time of the competition, will be supported for travel to provincial competitions.
2. The group or team must have earned entry or been invited to participate at the provincial competition through participation at a local and/or regional level.
3. Only reasonable transportation costs, subject to the pre-approval of the Superintendent of Schools, between
 - 3.1 the school and the venue; and
 - 3.2 the venue and the student's accommodationswill be supported by the Division.
4. Each school must support One Thousand (\$ 1,000) dollars of the approved travel costs to provincial competitions, to a maximum of One Thousand (\$ 1,000) dollars for the school year.
 - 4.1 If more than one school has joined together to send a group or team ("Joint"), the One Thousand (\$ 1,000) dollars of school support will be apportioned on the basis of student participation.
 - 4.2 The Joint group or team must have been combined for local or regional qualifying competitions.
5. A written request for support must be submitted to the Superintendent a minimum of three (3) student days prior to the provincial competition, and must include:
 - 5.1 A list of students expected to participate;

- 5.2 An estimate of the cost of transportation from:
 - 5.2.1 Transportation Services when a Division-owned bus is used; or
 - 5.2.2 The supplier when a contracted bus operator is used.
- 5.3 Costs incurred in the school year for prior provincial competitions, paid by the school.

Reference: Section 60 of the School Act
Policy 1 – Division Foundational Statements
Policy 2 – Role of the Board
Policy 11 – Board Delegation of Authority
Policy 17 – Student Transportation Services
AP 500 – Division Budgeting

Developed: April 2, 2014