

Dear Families,

As the 2018-19 school year winds to a close, the Halifax Regional Centre for Education (HRCE) is busy planning for the year ahead. Please take a moment to review the following important information.

We want to make sure your information is up-to-date in PowerSchool:

- If you've moved this year, or plan to move this summer, please connect with your child's school as soon as possible. Accurate registration information will help us with staffing, scheduling and student transportation.
- More information on registration can be found here: www.hrce.ca/registration

For students who rode the bus in 2018-19:

- Please be assured, if they haven't changed schools or moved, they will be provided with transportation for the 2019-20 school year. **No new application will be required.**
- You can check eligibility for transportation through **BusPlanner**

BusPlanner is the best way to make sure you have all the transportation information you need:

- If you're already registered for BusPlanner's Parent Portal, **you do not need to register again.** However, it's a great time to make sure you remember your username and password.
- To register for BusPlanner's Parent Portal, you need your child's Provincial Student Number, which can be found on their report card, in PowerSchool or by calling your child's school (before June 28).
- Visit hrce.mybusplanner.ca to register for BusPlanner's Parent Portal.
- You can check on pick up times, drop off times, and bus stop locations through BusPlanner's Parent Portal when routing is complete.
- **HRCE will communicate via email, our website (www.hrce.ca) and on Twitter ([@HRCE_NS](https://twitter.com/HRCE_NS)) when routing is complete.**

If you need assistance with BusPlanner's Parent Portal, please call us at 902-464-2000 ext. 2871. Our transportation team is ready to help!

Please be assured...

- If your child has a designated special need, transportation will be provided regardless of the distance you live from school.
- If you register your child with a designated special need for school during July or August, a member of our transportation team will reach out to make sure you are ready for the 2019-20 school year.
- Most bus stops will remain the same as last year. The HRCE will only change bus stops if there is a safety issue, or the stop is no longer required (e.g. students graduated).
- The HRCE may add bus stops where new students are registered.

Is courtesy busing available this year?

- As a courtesy, HRCE has allowed unassigned seats on buses to be used by students who are not eligible for student transportation. We won't know how many unassigned seats are available until routing is complete and late registrations have been accounted for.

- As we confirm any unassigned seats that may be available we will notify families. Opportunities to use unassigned seats will be shared with families in email, on our website (www.hrce.ca) and on Twitter ([@HRCE_NS](https://twitter.com/HRCE_NS)) once we have determined availability.
- **Please note, seats go first to eligible bus students and unassigned seats are extremely limited.**

Have questions? Don't hesitate to contact us at 902-464-2000 or connect@hrce.ca .

I hope everyone has a successful end to the school year!

Jacob Ritchie
Director, Operations Services
Halifax Regional Centre for Education