

School Bus Driver Retention Program (DRP)

ELIGIBILITY CRITERIA – REVISED FOR PAYMENT PERIOD #7

(Also see “Definitions and Reference Notes” below)

NOTE: Certain exceptions will be granted for Payment Period #7

An eligible “School Bus Driver” is an individual who meets each of the following criteria:

1. Is a professional driver:
 - (a) who is employed by a School Bus Operator on the last school calendar day of the first month of the Payment Period; AND
 - (b) whose Primary Employment Responsibility for that employer is driving students to and from schools as further defined in Eligibility Criteria #2 below; AND
 - (c) who transports students attending schools under one or more of the prescribed Eligible Education Organizations.
2. Holds “Primary Employment Responsibility” as a School Bus Driver, defined as a person who must:
 - (a) have an employment agreement with a School Bus Operator that explicitly states that he or she is employed as a School Bus Driver; OR
 - (b) work in the capacity of a School Bus Driver for the majority of his or her working time for the School Bus Operator each week, during the applicable Employment Period.
3. Holds a valid Social Insurance Number (SIN).
4. Holds a valid driver’s licence for a vehicle driven in the course of employment with the School Bus Operator - e.g. Ontario Class B, E or G, or valid licence/certificate issued in Manitoba or Québec.
5. Is continuously employed as a School Bus Driver:
 - (a) by the same School Bus Operator throughout the applicable Payment Period from the last school calendar day of the first month of the Payment Period through to and including the last school calendar day of the final month of the Payment Period; OR
 - (b) by a School Bus Operator driving substantially the same route(s) from the last school calendar day of the first month of the Payment Period through to and including the last school calendar day of the final month of the Payment Period.

NOTE: School calendar days may vary between Eligible Education Organizations in a given Payment Period.

6. Works a minimum of 95% of the school calendar days from the first day of a School Bus Driver’s employment at any point during the first month of a Payment Period to the last school calendar day of a Payment Period. – **For Payment Period #7, see the updated definition of school calendar days on page 2 of this form, the updated Exception Application Form and the FAQs about how to complete this calculation.**

NOTE: All School Bus Drivers must submit a Consent Form (in a DRP form created after September 2019) before they may be submitted for a bonus payment

DEFINITIONS and REFERENCE NOTES:

1. Payment Periods:

(a) Period #7 - The first school calendar day in January 2021 to the last school calendar day in June 2021.

2. School Calendar Day- Revised for Payment Period 7:

Based on the school calendar days as set out in the current calendar on the Ministry of Education's website at <http://edu.gov.on.ca/eng/general/list/calendar/currentyear.pdf> but excluding for each School Bus Driver:

- days that are statutory holidays, Professional Activity (PA) Days, or Board Designated holidays; and
- **[NEW] days when schools in their local health unit (i.e. elementary school or high school, as the case may be) were closed to in-person learning due to COVID-19.**

[NEW] Note: in Payment Period 7, for School Bus Drivers who drove special needs students a "school calendar day" is a day for which they had a route to drive one or more special needs students to/from an Eligible Education Organization. [See the updated Exception Application Form and the FAQs for further details.](#)

3. Absences from Work:

All types of absences from work will be counted and included as time off in the above 95% calculation under Eligibility Criteria #6, except school calendar days where a School Bus Driver's routes are cancelled due to weather, or strike. If a School Bus Driver does not meet Criteria #6 because more time off has been taken than the 95% requirement, an Exception Application Form MUST be completed by the School Bus Driver and submitted to the School Bus Operator employer. The Exception Application Form is for recording all reason(s) for time off if the 95% requirement has not been met, including vacation, medical leave and absences permitted by law such as WSIB, short- or long- term disability, family responsibility leave, bereavement for immediate family members, parental leave, pregnancy leave and jury duty.

4. Eligible Education Organization:

See list at the following link:

<https://schoolbusontario.ca/wp-content/uploads/2020/07/DRP-list-of-educational-organizations-2020.pdf>

which sets out those entities listed in Schedule "H" and Schedule "I" of the Transfer Payment Agreement between SBO and the Province of Ontario (represented by the Minister of Education).

5. Employment Period:

Means the period commencing on the first day of a School Bus Driver's employment at any point during the first month of a Payment Period and ending on the last day of that Payment Period.

6. School Bus Operator:

A company, partnership or sole proprietorship that provides school student transportation services in Ontario to one or more of the educational organizations listed at the following link : <https://schoolbusontario.ca/wp-content/uploads/2020/07/DRP-list-of-educational-organizations-2020.pdf>

and includes members of SBO and companies, partnerships or sole proprietorships that are not members of SBO, AND who have entered into a DRP Participation Agreement.

7. Relationships:

A School Bus Driver who meets the eligibility requirements will not be disqualified on the basis of his/her relationship (e.g. owner, spouse, and shareholder) to a School Bus Operator.

8. Monitors:

The School Bus Driver Retention Program bonus does not apply to Monitors.

9. Questions

If you are a School Bus Driver:

Toll-free Number – 1-833-346-6177

Email Address – schoolbusdriver@deloitte.ca

If you are a School Bus Operator:

Toll-free Number - 1-833-715-7360

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