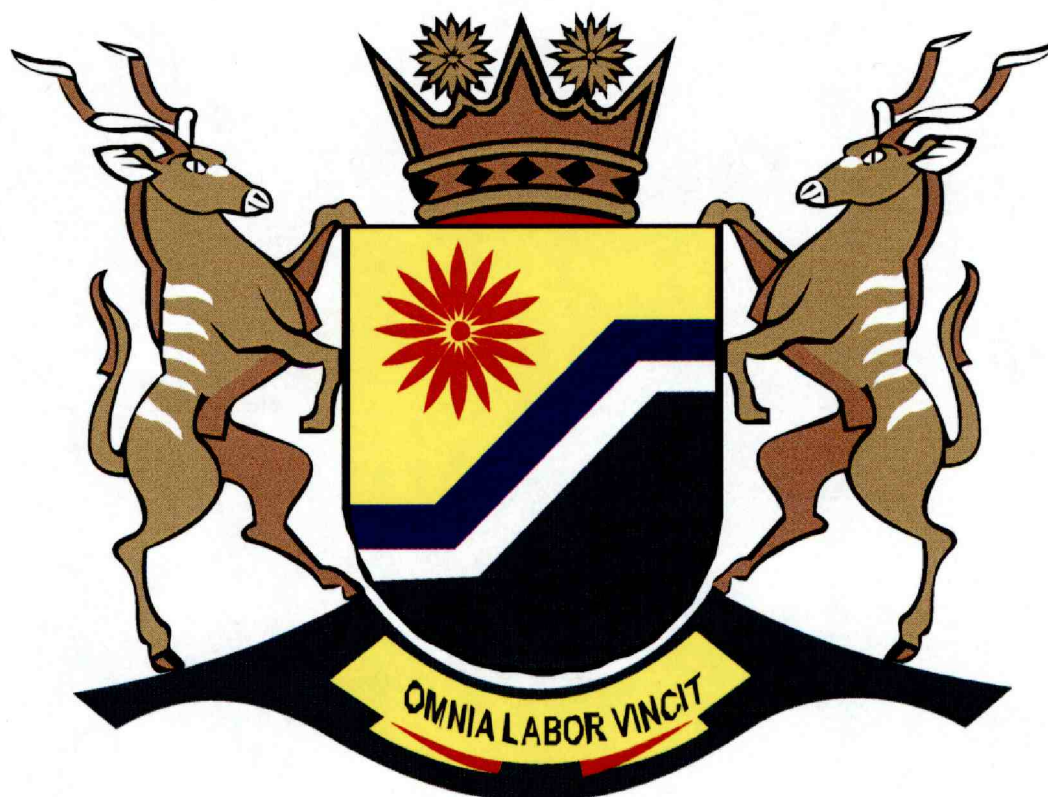


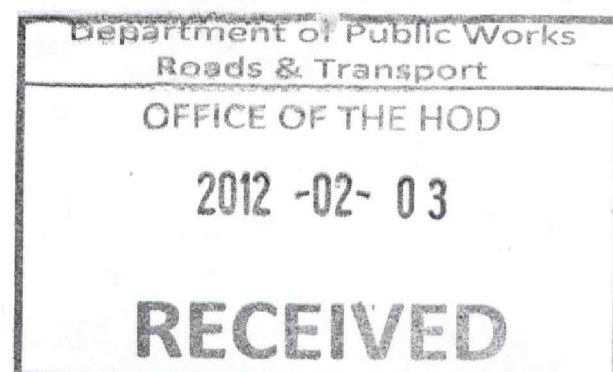
Mpumalanga Provincial Government



Department of Public, Works Roads and Transport

SCHOLAR TRANSPORT POLICY

Revision Date:.....	None
Issue:	1.0
Responsible Section.....	Scholar Transport
Approval Date.....	



ABBREVIATIONS

BBBEE	:	Broad Based Black Economic Empowerment
DPWRT	:	Department of Public Works, Roads and Transport
ID No	:	Identification Number
GIS	:	Geographic Information System
DoE	:	Department of Education
HOD	:	Head of Department

DEFINITIONS

Department

- means the Mpumalanga Department of Public Works, Roads and Transport;

Special Needs

- means, in respect of a learner, with a permanent impairment of a physical, intellectual, or sensory function, which results in restricted, or lack of ability to perform an activity in the manner, or within the range, considered normal for a human being;

Distance

- means the single distance between the first stop on the route and the school(s) concerned multiplied by two;

Head of Department

- means the Head of Department of Mpumalanga Department of Public Works, Roads and Transport who is also the Accounting Officer;

Learners

- mean pupils of the school to which the contract is applicable and who are authorized to make use of the transport scheme;

Management

- means an activity inclusive of control and performed on a daily basis, by any person who is a principal executive officer of the company, by whatever name that person may be designated, and whether or not that person is a director;

Nearest School

- refers to a school that is nearer to the learner's home in line with this policy where the distance shall be five or more kilometres



DoE

- means Mpumalanga Department of Education

Province

- means the Mpumalanga Province as established in terms of Section 124 of the Constitution;

Route

- means a fix path from origin in the settlement/village/suburb/farm to destination, i.e. a school or schools, along a series of roads with intermediate stops as specified or otherwise agreed to between the parties;

School Day

- means the official school day as prescribed in the Department of Education school calendar that will exclude weekends, holidays and school vacation period;

Principal

- means an educator appointed or acting as the head of the school whose learners are being transported;

Joint Technical Committee

- means a consultative committee established in line with section 5.1.9 of this policy to ensure implementation of the Memorandum of understanding of both DPWRT and DoE.

Joint Steering Committee

- means an consultative advisory committee established in line with section 5.1.9 of this policy to advise the Head of Department on strategic matters that warrants his/her attention regarding the affairs of scholar transport service.



1. INTRODUCTION

The Department of Public Works, Roads and Transport is committed to streamlining the provision of scholar transport in Mpumalanga and assist the Department of Education in the promotion of access to education through an effective and efficient scholar transport system.

2. OBJECTIVES

The policy aims at providing guidance to the provision of scholar transport services to learners who have to walk five or more kilometers to the nearest public schools.

The objectives of the policy are:

- 2.1. To ensure that transport acts as one of the key catalysts for education through access to schools.
- 2.2. To ensure the provision and maintenance of safe and secure scholar transport services.
- 2.3. To ensure the procurement and formalisation of scholar transport services in a transparent and accountable manner whilst promoting BBBEE.
- 2.4. To promote the co-ordination and co-operation with respect to scholar transport services amongst all stake holders.
- 2.5. To monitor and evaluate scholar transport services and the impact of the policy.

3. REGULATORY FRAMEWORK

- 3.1. The Constitution of the Republic of South Africa, 1996
- 3.2. National Land Transport Transition Act, Act 22 of 2000
- 3.3. National Land Transport Strategic Framework
- 3.4. The Public Transport Strategy and Action Plan (2007)
- 3.5. The South African Schools Act No. 84 of 1996.
- 3.6. The draft National Scholar Transport Policy.
- 3.7. The National Education Policy Act, Act 27 of 1996.
- 3.8. Public Finance Management Act, Act 1 of 1999.
- 3.9. Broad-Based Black Economic Empowerment Act, Act 53 of 2003

4. SCOPE OF APPLICATION

This policy shall be applicable to all Mpumalanga public school learners (Grade R to Grade 12) who walk five or more kilometres to the nearest school.

5. POLICY STATEMENT

In support of the Constitutional right to basic education, the Department of Public Works, Roads and Transport strives to provide scholar transport services to learners staying five or more kilometers from public schools.

5.1. PRINCIPLES OF SCHOLAR TRANSPORT POLICY FRAMEWORK

- 5.1.1. Sector integrated and co-ordinated planning must occur so that schools are located closer to communities to minimize travelling.
- 5.1.2. The roles and responsibilities of different departments and parties involved in scholar transport should be clearly defined and agreed to in writing.
- 5.1.3. Where provided, scholar transport service should be free of charge to learners.
- 5.1.4. The standard of service of scholar transport service must provide value for money spent by the Department.
- 5.1.5. Scholar transport service must reasonably address user needs, including the needs of learners with disabilities.
- 5.1.6. The scholar transport service must run according to the agreed schedule.
- 5.1.7. Licensed public transport vehicle used must be roadworthy and safe. The security of the learners on the vehicles must be of high standard.
- 5.1.8. The system and service must be reliable, effective and efficient.
- 5.1.9. Institutional structures should be created to ensure efficient planning and implementation.
- 5.1.10. All scholar transport services must be procured within the procurement legislation.
- 5.1.11. All scholar transport services must be monitored and inspected to ensure that they meet the required service and safety standards

5.2. ELIGIBILITY FOR SCHOLAR TRANSPORT SERVICE

5.2.1. Beneficiaries of scholar transport

Scholar transport service will be provided to learners who are:

- 5.2.1.1. Scholar transport service is intended for Mpumalanga school learners who travel 5 kilometres or more to the nearest public school.
- 5.2.1.2. Scholar transport service must be provided only for travel between home and school on school calendar days, not any other school activities.
- 5.2.1.3. Every attempt should be made to cater for learners with special needs.
- 5.2.1.4. Scholar Transport Services should be provided for learners only. Where necessary, schools may nominate an educator/responsible person to travel on a scholar transport service to supervise learners in the vehicle.
- 5.2.1.5. Curriculum choice and school preference should not be used as criteria for the provision of scholar transport service (unless approved by the Head of Department for Education).
- 5.2.1.6. A minimum number of ten (10) learners are required for the provision of scholar transport service on a particular route.

5.2.2. Process of identifying beneficiaries.

- 5.2.2.1. Learners who are eligible for scholar transport service must be identified and verified by the school, circuit and the District (DOE).
- 5.2.2.2. A list of scholar transport needs, signed by the HOD of DOE must be submitted to the HOD of PWR&T.
- 5.2.2.3. The list of scholar transport needs must be considered and recommended to the Department by the joint Technical and Steering Committees of DPWR&T and DOE.
- 5.2.2.4. The DPWRT should establish a tool like Geographic Information System (GIS) with the location of all schools mapped, as well as the areas to be served by each school as the nearest available school. The home location of learners applying for transport service should then be checked against the GIS, and mapped to assist in route design.

6. ROLES AND RESPONSIBILITIES

Responsibilities of the parties;

6.1. Mpumalanga Department of Education

- 6.1.1. It is the responsibility of Mpumalanga Department of Education to provide schools which are accessible to communities.
- 6.1.2. Sector integrated and co-ordinated planning must occur so that schools are located closer to communities they serve in order to minimize travelling.
- 6.1.3. Key stakeholder in the Scholar Transport System
- 6.1.4. Ensure that the Constitutional obligation of the right to Education is upheld;
- 6.1.5. Provision of annual statistics of learners who are eligible for Scholar Transport service on or before 31 March of each year;
- 6.1.6. Monitor scholar transport service provided
- 6.1.7. Maintain data of learners and schools benefiting from scholar transport service

6.2. Department of Public Works, Roads and Transport

- 6.2.1. Implementing Department in the Provision of the Scholar Transport Service in accordance with a transportation plan.
- 6.2.2. Accountable and responsible for Scholar Transport Policy Development and implementation thereof;
- 6.2.3. Responsible for consulting with stakeholders in developing and implementation of the Scholar Transport Policy;
- 6.2.4. Responsible for compilation, submission and management of Scholar Transport budget;
- 6.2.5. Conduct risk assessment and management thereof;
- 6.2.6. Enter into contracts with Scholar Transport Service Providers;
- 6.2.7. Ensure compliance with agreed contract requirements (Pre, during and post) and Management of the contract life cycle;
- 6.2.8. Payment of Scholar Transport Service Providers within the budget provided to the Department for this purpose;
- 6.2.9. Design and plan Scholar Transport routes in line with DoE needs.
- 6.2.10. Plan and conduct Road Safety education Awareness;
- 6.2.11. Monitoring of service performance;
- 6.2.12. Ensure that contracted Service Providers adhere to the agreed route specifications and contractual stipulations;
- 6.2.13. Facilitate the scheduled and unscheduled testing of the vehicles of service providers to check the roadworthiness in collaboration with Traffic Authorities and Vehicle Testing Stations; and
- 6.2.14. Maintain a database of all Scholar Transport contracts and vehicles.



6.3. Service providers

- 6.3.1. Service providers shall honour contractual obligations at all times
- 6.3.2. Keep their vehicles clean and maintained conducive for transporting learners

6.4. School Governing Body

- 6.4.1. Assist in identifying learners scholar transport service needs for their respective school
- 6.4.2. Handle and report challenges faced by learners in the provision of the scholar transport service

6.5. Learners

- 6.5.1. Learners shall arrive at pick-up points in time
- 6.5.2. Keep safe distance from the road while waiting for the bus
- 6.5.3. Report, to the principal, failure of the service provider to keep time and any matter that may involve safety and maintenance of the vehicle

7. MONITORING AND EVALUATION

Scholar transport directorate shall monitor and evaluate implementation of this policy and report any deviation to the HOD in writing

8. POLICY REVIEW

The policy shall be reviewed to factor in changes in legal frameworks, organizational development, political and economic trends, and envisaged outputs by the Medium Term Expenditure Framework as well as outcomes of monitoring and evaluation.

9. APPROVAL

APPROVED



KM MOHLASEDI
HEAD OF DEPARTMENT

DATE: 2012/2/9