

Statement of Policy

Adequate supervision and communication of expectations and procedures are essential to ensure student safety before and after school hours.

Rationale

Students are frequently in schools before and after school hours for a variety of reasons, including to attend before and after school programs, extracurricular activities, or as a result of transportation timelines. Principals must balance student access to the school with the availability of school personnel to ensure adequate supervision and reduce risk for students. Clear communication among students, parents, staff and administration helps to ensure that expectations are known and responsibilities of all parties are adhered to.

Authority

- The Education Act, 1995 s151(1); s231(1)

Procedures

1. The principal or a member of the teaching staff must be present at all times when students are normally scheduled to be in the school building.
2. Before morning classes commence, no children are to be in the school until the principal or a member of the teaching staff are available to open the school building to students and be responsible for them.
3. The time at which children are welcome to arrive at the school is to be determined at the local school level.
4. Parents are to be informed at the beginning of each school year of the expected arrival and departure times of students.
5. The principal is to ensure that at the end of the regular school day students are instructed to leave the school premises.
6. The principal is to ensure that adequate supervision is provided for students engaged in school activities held outside of regular school hours.
7. The principal may approve individual exceptions to this policy based on specific circumstances and were a specific supervision plan is approved by the principal.

Date Approved

June 28, 1982

Amended

October 9, 2018