



Background

Calgary Girls Charter School is responsible for the safety and security of students while they are in the care and custody of the school. During the time that students are riding a school bus to and from school, they are in the care and custody of the school. Parents are responsible for their children until the bus arrives and after the bus departs from the pick-up/drop off stop.

Procedures

1. The Principal is responsible for the effective supervision of students under his/her care during all school and school related activities.
2. The Principal shall formulate procedures pertaining to the supervision of students during:
 - 2.1 Times when students begin to assemble for classes until their dismissal from school;
 - 2.2 Morning and afternoon breaks and recesses;
 - 2.3 Noon hour when students are present either for lunch or other activities;
 - 2.4 Times or occasions when students are transported by school buses;
 - 2.5 Extra-curricular activities on the school grounds, in school buildings or away from school but under school sponsorship; and
 - 2.6 During adverse weather conditions.
3. The Principal shall co-operate with and assist the community in assuring the orderly and safe conduct of all students on the way to and from school.
4. Teachers are responsible for the general supervision of students while they are at school. Specific supervisory duties shall be assigned by the Principal to ensure the safety of the school community and to allow for a division of responsibility.
5. In order to prevent accidents, all school staff, shall be constant in their attention to unsafe conditions involving equipment, building and school sites. Care is to be taken to see that unsafe conditions are immediately reported to the Principal.

6. During instructional time, student supervision is the responsibility of the classroom teacher.
7. The organization of the school may involve volunteer parents for various supervisory duties.
 - 7.1 Such supervisory duties shall be authorized by the Principal and subject to the school's expectations for volunteers.
 - 7.2 Parent volunteers shall be briefed as to their supervision duties.

Reference:

Education Act, s. 3, 11, 31, 36, 52, 53, 54, 55, 196, 197, 222, 256
Supporting Safe, Secure and Caring Schools in Alberta (1999)
Safety Guidelines for Physical Activity in Alberta Schools (1999)
A Safe Place: Creating Peaceful Schools (1994)