



Background

In order to ensure that the requirements of legislation are met and the school's interests are protected, the Secretary-Treasurer will provide for continuous insurance coverage in accordance with these procedures.

Procedures

1. The school will provide insurance coverage for the following as applicable:
 - 1.1 Buildings;
 - 1.2 Contents;
 - 1.3 Liability – for individual Directors, staff members, student teachers and interns, and volunteers; when the foregoing are performing duties authorized by the school;
 - 1.4 Crime;
 - 1.5 Automobile fleet;
 - 1.6 Travel accident;
 - 1.7 Student accident;
 - 1.8 Boiler and machinery;
 - 1.9 Errors and omissions;
 - 1.10 Sexual molestation and abuse;
 - 1.11 Course of construction and wrap up; and
 - 1.12 Air quality (fungus) liability.
2. Building insurance shall be secured to provide coverage at full replacement cost.
3. Content's insurance shall be obtained on an actual cash value basis.
 - 3.1 Claims resulting from accidents, vandalism, or theft that are made under the building and contents section of the insurance policy shall be made by the Secretary-Treasurer upon receipt of the required information from the Principal.

4. Travel accident insurance shall be obtained to cover staff members and Directors while traveling on school business.
5. On an annual basis, the Secretary-Treasurer shall review insurance coverage and make such arrangements for insurance coverage as deemed necessary.
6. The Secretary-Treasurer shall make available to staff members and others, information as required describing the school's insurance coverage.

Reference:

Education Act, s. 52, 53, 54, 68, 197, 222