Greater Essex County District School Board

Policy: Safe Schools

Reference No: P-AD-16

The Greater Essex County District School Board is committed to creating and promoting a safe environment in its schools and Board properties for staff, parents/guardians, visitors, volunteers and the community. Safety of students is a primary concern of the GECDSB. It is important that all students have a safe, caring and accepting school environment in order to maximize their learning potential and to ensure a positive school climate for all members of the school community. All school staff play a critical role in building and sustaining a positive school climate.

Every member of the school community has a responsibility to assist in creating and maintaining safe, secure, and harmonious learning, teaching, and work environments. All members of the school community have a role in leadership and modeling of appropriate behavior. To that end, the GECDSB supports the local Police % School Protocol.

This policy authorized the creation of procedures for implementation, which shall be considered guidelines pursuant to the Education Act.

Corresponding GECDSB Regulations:

- R-AD-28 Code of Conduct
- R-AD-29 Bullying Prevention and Intervention
- R-AD-30 Progressive Discipline
- R-AD-37 Delegation of Authority Regarding Student Discipline
- R-AD-51 Suspension and Expulsion
- R-AD-08 Student Searches

GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD

Regulation: Delegation of Authority Regarding Student Discipline

Reference: R-AD-37

Students are responsible to the Principal for their conduct. The Greater Essex County District School Board recognizes that there may be occasions when the school administrators cannot be present on school property. Principals may delegate some disciplinary responsibility to Vice-Principals or teacher-in-charge. If there is not a Principal and/or Vice-Principal in the building, some disciplinary responsibility may be delegated to the Teacher-in-charge. The most important consideration in these circumstances is the safety of the school community.

1. Principals have the authority to delegate powers, duties, or functions under Part XIII of the Education Act – "Behaviour, Discipline and Safety", Ministry of Education policies and Board procedures. Whenever possible, there must be at least one school administrator present on school property.

2. A delegation under Part XIII of the Education Act must be in writing and is subject to the restrictions, limitations, and conditions set out in the delegation as follows. Please see **Administrative Procedure: Delegation of Authority Regarding Student Discipline - Appendix A**

3. Vice-Principals

   Delegation may include all authority of the Principal under Part XIII of the Education Act except the final decision regarding a recommendation to the board to expel a student.

4. Teacher-in-charge

   - The Principal's authority under Part XIII of the Education Act may only be delegated in writing to a teacher in the absence of the Principal and Vice-Principal and must respect the terms of all applicable collective agreements.

   - Teacher-in-charge may be delegated the authority to initially deal with situations involving activities that occur that must be considered for suspension or expulsion. The most important consideration in these circumstances is the safety of those involved.

   - Any initial investigation must be undertaken according to board direction. The teacher-in-charge must report all details of the initial investigation to the Principal/Vice-Principal as soon as possible. The teacher-in-charge must report to the Principal or Vice-Principal any activities that must be considered for suspension or expulsion that are received from staff or others during the Principal's absence.

   - A teacher-in-charge shall not be delegated authority regarding suspension decisions or recommendations regarding expulsion of students.

- A teacher-in-charge may be delegated limited authority to contact the parents/guardians of a student who has been harmed as the result of an activity for which suspension or expulsion must be considered. The information provided to the parents/guardians by a teacher-in-charge must be limited to the nature of the harm to the student and the nature of the activity that resulted in the harm. The teacher-in-charge must not be delegated the authority to discuss the nature of any discipline measures taken in response to the activity. If the teacher-in-charge is not sure whether he or she should call the parents/guardians, the teacher-in-charge should contact the Principal, Vice-Principal, alternate Principal or supervisory officer for direction. The Principal or Vice-Principal will follow up with the parents/guardians as soon as possible.