



STUDENT SUPERVISION

Background

The Superintendent expects staff to demonstrate responsibility for the safety and security of students. The Principal will provide for the prudent supervision of students by staff in an appropriate manner at all times.

All school staff and approved volunteers have a duty of care to guard against dangers that could reasonably be foreseen. School staff, in exercising their duty of care, need to consider that appropriate supervision may depend on a variety of student factors including a student's age, abilities, and emotional stability.

Procedures

1. School staff have a duty of care to adequately and appropriately supervise students (Education Act: 196(1)(f)).
2. Supervision, as the appropriate exercise of a duty of care to all students, will occur:
 - 2.1 While students are on school premises during school hours;
 - 2.2 As soon as the first scheduled school bus arrives at school in the morning, except that:
 - 2.2.1 At schools with no scheduled buses, the amount of supervision provided before morning classes may be reduced to fifteen (15) minutes prior to the commencement of the school day;
 - 2.3 During the fifteen (15) minute interval following final dismissal of classes in the afternoon, notably:
 - 2.3.1 After-school supervision will be provided for bused students until the last bus leaves, regardless of the time of departure.
 - 2.4 At lunch time, if students normally stay at school;
 - 2.5 During student participation in any school-authorized activities that take place either on or off school premises, regardless of the time of day or night;
3. The Division holds no responsibility for students when they are either coming to school or going home by any means other than Division-provided transportation, however,



- 3.1 Students will be held accountable for their actions traveling to or from school, in so far as such actions may affect the welfare of individual students, the operation of the school, or relations with the community (Education Act 31, 33).
4. At the discretion of the Principal, students may be permitted to remain inside the school building with appropriate supervision during the intervals specified in item 2 above or during lunch time or recess.
5. The Principal, in consultation with school staff, will establish the supervision procedures for the school as outlined in this procedure.
6. Teachers shall receive, whenever possible and mutually agreed upon, a daily, uninterrupted, duty-free lunch break of not less than thirty (30) minutes.
 - 6.1 The lunch break time period will be between 11:00 a.m. and 2:00 p.m.
 - 6.2 Supervisory schedules and duty-free lunch periods may be varied by mutual agreement and approval of the Principal.
7. School support staff and/or adult volunteers may be used as supervisors. A teacher must remain in charge, be on duty, and assume responsibility for the supervisory functions.
 - 7.1 School support staff and/or adult volunteers shall report directly to the responsible supervisory teacher.
8. Staff responsibilities will not conflict with Collective Agreements.

Reference: Section 3, 11, 31, 32, 33, 36, 37, 52, 53, 55, 196, 197, 222, 256 Education Act
Supporting Safe, Secure and Caring School in Alberta (1999)