

SAFETY OF STUDENT ARRIVAL

Background

The Division believes the safety of our students is paramount. Living in Saskatchewan, we are faced with adverse weather conditions and it is important for school staff and parents safely arrive to school. The Director or designate will ensure schools follow prescribed practices and procedures to communicate in a timely manner with the home to ensure student safety.

Procedures:

1. School doors shall be opened at least 15 minutes prior to the commencement of morning classes or upon arrival of the first bus.
 - 1.1 This timeframe will be communicated to families through the school's media and communication platforms.
2. Attendance of all students shall be recorded by staff members 30 minutes after the commencement of the first bell.
3. In the event a student has not been accounted for, a school messenger or a phone call will be dispatched to the phone number on file.
4. The home will be provided with a call back number for parents and caregivers to contact the school to communicate their child's whereabouts.
5. Office staff will be available to take the call and work with the home ensuring the child is safe and secure.
6. In the event a parent has not returned the call, the office staff will personally contact the emergency contacts on file within the hour.

Reference: Sections 85, 109,156,157,158,159,160,161,162,163,175 Education Act