

303 STUDENT SUPERVISION

Beliefs

The Maskwacis Education Schools Commission (MESC) follows cultural and traditional teachings of the Maskwacis Cree, in particular Wahkohtowin. Wahkohtowin is the belief that all things are related and connected, that all of existence has spirit and that living in a good way requires us to maintain good relationships with each other and other aspects of existence. We recognize that respect for mother earth, elders, youth, and the Treaties are paramount to planning ahead and making decisions for future generations.

MESC believes that school staff have a responsibility to provide for the supervision of students to protect their safety.

Procedures

1. Teachers have an obligation under the Teacher Quality Standard to maintain order and discipline among students while they are in the school, on school grounds and while attending or participating in school sponsored/authorized activities.
2. MESC expects all staff to carry out their supervisory responsibilities in accordance with this and other relevant administrative procedures.
3. The Principal will consult with school staff in the establishment of a supervision schedule, for it is understood that supervision is a joint responsibility of all staff members.
4. The Principal shall post and maintain a supervision schedule. Effective supervision of students includes;
 - 4.1.1. when arriving and departing by bus;
 - 4.1.2. during activities in the gymnasium;
 - 4.1.3. when on the school grounds or playground;
 - 4.1.4. when eating lunch at school;
 - 4.1.5. in hallways and classrooms; and
 - 4.1.6. in other areas when necessary.
5. Students who do not travel to school by bus shall not arrive excessively early nor stay excessively late, except as approved by the Principal. In these circumstances, supervision shall be for fifteen minutes prior to the

commencement of school, and fifteen minutes at the end of the school day to ensure orderly dismissal and dispersal.

6. While at school, a minimum supervision ratio of one supervisor per 100 students in kindergarten to grade 9 shall be maintained, with the Principal responsible to determine the specific ratio of supervisors to students. There should always be at least two supervisors on duty, unless there are exceptional circumstances that are approved by the Superintendent or designate prior to implementation.
7. All supervisors shall report all accidents or incidents of a serious nature to the Principal at the earliest possible opportunity.
8. The Principal shall organize the staff and any other persons designated by the MESCC in such a manner as to provide proper lunch supervision for students requiring bus transportation or other students as approved by the Principal.
 - 8.1. Any arrangements made by agreement among the majority of the staff shall be binding upon the entire staff;
 - 8.2. Any arrangement made shall be subject to the approval of the Superintendent, or designate;
 - 8.3. Where possible, any staff member assigned supervisory duties during the noon recess is entitled to a duty free period of at least 30 minutes for lunch during the school day.
9. Principals shall provide parents information regarding the supervision of students at school at the beginning of the school year.
10. There will be times when supervision plans must be altered due to extraordinary circumstances (e.g., inclement weather, special events, emergency situations, etc). Principals may alter the supervision plan to address these scenarios, as necessary, but must maintain overall control of the situation and ensure supervision at all times.
11. Supervision on field trips shall be guided by Administrative Procedure 210 Student Educational Excursions and AP 211 Extra-Curricular Activities:

Reference
Teacher Quality Standard,
AP 210 Student Educational Excursions
AP 211 Extra-Curricular Activities