

### **Purpose/Background**

The Superintendent expects adequate supervision of students to be provided by the staff at each school. The Principal shall organize and implement a plan for supervision of students on school premises and at school-organized activities.

### **Procedures**

1. A minimum of one teacher will be on supervision at all times.
2. It shall be the responsibility of the staff to arrive at school a reasonable period of time before school opening for the morning session and the afternoon session; and following the afternoon session to remain on the premises as long as students under their care are present, or until they are relieved by a responsible person who has been approved by the Principal.
3. The Principal of each school has the responsibility of assigning duties to teachers and support staff so as to provide for adequate supervision of all students during such time(s) as students are authorized to be in school buildings, on school grounds, or at school sponsored activities.
4. Staff are required to provide supervision during the noon recess for all students.
5. In addition to teacher supervisor(s) noon recess supervision may be supplemented utilizing approved parent volunteers or paid supervisors.
6. The Principal shall ensure that adequate supervision is provided for students arriving at the school inclusive of the time the contract bus drivers are allowed to drop off students.
7. All accidents and injuries shall be reported to the Principal. A written report of any serious accidents will be reported through Rocky View Schools incident reporting system.

### *Reference:*

- Education Act Sections 3, 11, 31, 32, 33, 36, 37, 52, 53, 55, 196, 197, 222, 256
- Safety Guidelines for Physical Activity in Alberta Schools (2019)