



AP 351 – MAINTENANCE OF ORDER

BACKGROUND

Schools are responsible for ensuring safe, orderly and respectful learning environments. This administrative procedure assists by clarifying roles, responsibilities and order and applies to all employees and to all school-related activities, including on-site, off-site and school-sponsored events.

PROCEDURES

1. The director of education is responsible for ensuring that appropriate procedures and supports are in place to maintain order and safety across the division.
2. Superintendents of education support school-based administrators by:
 - 2.1. Providing guidance related to student discipline, safety and well-being.
 - 2.2. Supporting professional learning related to behaviour support and intervention; and
 - 2.3. Coordinating access to division and community resources as required.
3. School-based administrators are responsible for:
 - 3.1. Establishing and maintaining school-based expectations that promote respectful conduct
 - 3.2. Ensuring the annual review and communication of the school's student code of conduct
 - 3.3. Supporting staff in the consistent application of school expectations; and
 - 3.4. Responding to safety or discipline concerns in accordance with school division procedures and applicable legislation.
4. School staff are responsible for:
 - 4.1. Implementing school expectations and procedures
 - 4.2. Maintaining appropriate supervision of students; and
 - 4.3. Responding to behavioural concerns in a professional, respectful and proportionate manner.
5. Use of Reasonable Intervention
 - 5.1. In rare and exceptional circumstances, an employee may use reasonable physical intervention to prevent harm to a student, another person or property. Any intervention must be reasonable and proportionate to the circumstances, be used only when necessary to prevent imminent harm and align with all applicable legislation and school division procedures.
6. Trespassing
 - 6.1. School division employees may take reasonable steps to address unauthorized individuals on school property in accordance with school-based procedures.
 - 6.2. Where necessary, the principal may seek assistance from law enforcement or pursue other lawful remedies. Superintendents of education will assist where appropriate.



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Reference: Section 175(2)(l), Education Act
Saskatoon City Police Protocol
Criminal Code of Canada Sections 27, 30, 34, 37, 38, 43

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