

# NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD

## SUPERVISION OF PUPILS

AS 34.0  
NPS 5-99

### **POLICY:**

IT SHALL BE THE POLICY OF THE NIPISSING-PARRY SOUND CATHOLIC DISTRICT SCHOOL BOARD to provide for the supervision of pupils in accordance with the Education Act and Ministry regulations as follows:

#### The Education Act stipulates that:

“It is the duty of a principal of a school, in addition to his/her duties as a teacher,

- a) to maintain proper order and discipline in the school;
- b) to develop co-operation and co-ordination of effort among the members of the staff of the school;”

#### The Education Act stipulates that:

“It is the duty of a teacher,

- a) to maintain, under the direction of the principal, proper order and discipline in his/her classroom and while on duty in the school and on the school ground;”

#### Ontario Regulations state that:

- 1) “The principal of a school is in charge of the management and discipline in the school...
- 2) In addition to his/her duties under the Act, the principal of school shall,
  - a) make allowance in the timetable for duties required of teachers in charge of organizational units or programs and for special duties required of any teacher;
  - b) make provision for adequate supervision during the period determined by his/her board under sub-section 8 of section 3, and for the supervision and conducting of any other school activity authorized by his/her board.”

#### Ontario Regulations state that:

“A teacher shall, in addition to his/her duties under the Act,

- a) carry out the supervisory duties assigned to him/her by his/her principal.”

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### ADMINISTRATIVE REGULATIONS

- 1) The principal, or his/her designate, will prepare a list to be posted in his/her school that will include the names of staff members and the time and areas of supervision assigned to each of them. A copy of these lists shall be kept on file in the school for a period of one (1) year.
- 2) The principal will be responsible to ensure that adequate supervision is arranged for all pupils:
  - a) during the period beginning ½ hour before classes start for the day and 15 minutes after classes end for the day;
  - b) during authorized school activities, including those outside regular school hours;
  - c) while pupils are loading or unloading in clearly marked bus loading zones;
  - d) special supervision should be given to pupils of Junior Kindergarten and Kindergarten age.
- 3) The principal will see that during severe or inclement weather, pupils are admitted, under supervision, to the school building.
- 4) The principal, or his/her designate, will in case of an apparently serious accident or illness befalling any pupil, implement the following emergency procedures:
  - a) Notify:
    - i. parent and/or family physician,
    - ii. supervisory officer,
    - iii. police, if necessary;
  - b) Arrange transportation to hospital, as required;
  - c) Complete and submit the required OSBIE insurance form;
  - d) Where appropriate, gather evidence immediately and maintain all pertinent documentation and investigation notes on file for future reference.

N.B. The sequence of the above steps or procedures may vary depending upon the nature of the accident or illness.