

Co-Curricular Program Policy

Supervision/Student Regulations

The Labrador School Board is committed to creating a high quality of educational and co-curricular experiences which prepare our learners to meet the challenges of life in society.

RATIONALE

The Labrador School Board recognizes that co-curricular activities are an integral and valuable part of a student's experience at school. Schools can most effectively support student learning by enhancing the regular school program with opportunities for student participation in a variety of age appropriate co-curricular activities. Students may develop a variety of skills through participation in co-curricular activities, including activity specific skills, team collaboration and sharing, positive social values and behaviours which they can transfer to their lives now and in the future.

SCOPE

This policy is applicable to all students and schools within the jurisdiction of the Labrador School Board.

PROCEDURES

- 1.0 Each school shall not fail to develop policy and procedures for student involvement in curricular and co-curricular activities in accordance with the District guidelines.

SUPERVISION OF STUDENTS

- 2.1 The Labrador School Board believes that it is most desirable that all supervision be performed by trained teachers. Teachers generally have training and experience dealing with groups of students and are best equipped to discharge the School Board's obligation to provide supervision.

- 2.2 The Labrador School Board recognizes some schools may not be able to secure teacher sponsors for all the student activities that occur in their school, and this necessitates the need for volunteer (non-teacher) supervisors who are not supervised by a teacher. In balancing the value of these student activities with any associated risks, the Board believes the value of the activity outweighs the potential risk if appropriate measures are taken.
- 2.3 Non-teacher volunteers (in the absence of supervision of a teacher sponsor), supervising school groups are treated as **High Risk Volunteers** and must meet the criteria in the administrative guidelines including:
- ◆ Experience working with youth for at least three years.
 - ◆ Possessing a current Certificate of Conduct completed by the RNC or RCMP.
 - ◆ Having reached the age of 21.
- 2.4 When volunteer supervisors (non-teacher) are used without a teacher sponsor, participating students must sign a consent form acknowledging that the group will be supervised by a volunteer.
- 2.5 All groups which require an overnight stay either in Labrador School District or outside Labrador School District must have a teacher sponsor present.
- 2.6 Any non-teaching supervisor who does not meet all the criteria listed in the Administrative Regulations, must have a teacher sponsor present during all school sponsored activities.

STUDENT ELIGIBILITY

- 3.1 Each school shall not fail to create a policy on student eligibility for involvement in school sponsored co-curricular events.

- 3.2 Each school policy shall not fail to contain the following student expectations:
- 3.21 To be in regular attendance of school. (Students shall have demonstrated regular attendance prior to the start of the activity.)
 - 3.22 To be in an acceptable academic standing (working to ability level in a program they are capable of having success in).
 - 3.23 To demonstrate behaviour that includes respect for self, others and school property.
 - 3.24 Automatic dismissal from said activity for involvement in drugs and/or alcohol on school property while in attendance of school sponsored events and in accordance with the SSNL Regulations on this issue.
 - 3.25 A process whereby decisions on student exclusion from specific events are made in consultation with the administration and the coach/teacher sponsor.
 - 3.26 Expectations for student involvement are communicated in September and prior to the start of each activity.

STUDENT TRAVEL

- 4.0 Each school shall not fail to conduct student travel in accordance with the following guidelines.
- 4.1 Where student travel requires the use of rental vehicles which are driven by teachers or supervising volunteers the following guidelines are to be utilized:

- 4.11 Vehicles are limited to rentals no larger than a seven- seater van.
- 4.12 Drivers are required to meet the age and licence requirement of the rental agency.
- 4.13 Where available, vehicles should be equipped with snow tires.
- 4.14 The transportation of students is to be conducted during daylight hours where possible. Where circumstances dictate, the necessity of travel during the hours of darkness, this travel shall not exceed one hour during non-daylight hours.

TRAVEL SCHEDULE

- 5.0 Recognizing that time on task is an integral component of student achievement, activities shall be organized in a manner that minimizes teacher and student absence from the classroom.
- 5.1 Participation in school sponsored events shall be conducted in accordance with the following guidelines:
 - 5.11 Regional tournaments shall commence no earlier than noon on Friday.
 - 5.12 Student travel to regional tournaments shall commence no earlier than the morning of.
 - 5.13 Where necessary to travel the day before, this travel shall be conducted on the later flight.
 - 5.14 Provincial tournaments shall begin no earlier than Friday morning unless numbers require an earlier start.

- 5.15 Student travel to Provincial tournaments shall be no earlier than Thursday lunchtime unless tournament scheduling requires students to travel no earlier than the Wednesday evening flights.
- 5.16 Coastal Sports Meets shall begin no earlier than Thursday evening. Student travel to the Meets shall begin no earlier than Thursday morning with students traveling back Sunday evening.
- 5.17 Student participation in the Creative Arts, High School Drama Festivals, etc. shall be conducted in a manner by which students shall not miss more than three days of school in total (includes travel and participation).
- 5.18 Educational tours when possible, shall be conducted outside of class times, during vacation periods.
- All school trips/tours must apply to the Director of Education or designate for approval of out of province travel.
 - In situations where substitutes are required due to changes in itinerary or scheduling, substitute costs will be at the expense of the individual requiring such coverage.
 - Fundraising activities will not be permitted to support such school trips/tours that do not directly relate to specific curriculum outcomes for students involved in a particular grade level or prescribed courses.