

School District 50: Haida Gwaii/Queen Charlotte

Policy Subject: UNWELCOME VISITORS

Date Passed: October 1999

Date Amended: NA

Policy: UNWELCOME VISITORS

Policy No. 6930

Date Approved: November, 1999

Date Amended:

PREAMBLE

The Board wishes to promote and contribute to a safe and secure environment for students, employees, including contractors and volunteers, and any others within the educational environment. The Board believes the majority of "unwelcome visitors" leave the school property without incident and require no further action. The regulation is developed to provide guidance in the event the "unwelcome visitor" engages in aggressive or violent behaviour.

PROCEDURE

1. Schools are encouraged to develop a warning system by which the school can be alerted to the presence of an "unwelcome visitor" on school property.
2. School staff will receive ongoing in-service to enable them to deal effectively with incidents as they arise.
3. The police will be contacted in cases of aggressive or violent behaviour by an "unwelcome visitor". In cases where an assault is in progress, this is of the highest priority and will require immediate response.
4. General guidance to staff:

- a. get immediate assistance from a staff member who can attend the situation with you;
- b. direct a responsible person to inform a school administrator that there is a crisis;
- c. isolate the individuals involved if possible and appropriate;
- d. direct all others (onlookers) to another area of the property;
- e. report the incident directly to a school administrator; and
- f. record the details of the incident on a Violent Incident Report.