

Chelsea School Events Policy

In conformity with applicable with applicable laws and WQSB policies, the event policy ensures:

1. The safety and security of all participants.
2. Provides guidelines and procedures when an emergency occurs.
3. Provides expectations to all participants.

Definitions

Participants - all in attendance of an event

- Children must be registered at Chelsea School
- Siblings (aged 0 - 5) of Chelsea students
- Parents/Guardians - person with parental authority or who is entrusted, by delegation or otherwise, with the supervision or education of a student or participant.

<p>A School Administrator or Representative (who is designated by Admin) must be present at all after-school events.</p>	<p>Provide a point of contact in the event of an incident or emergency.</p>	<p>The School Principal shall appoint a School Representative to be present for the duration of the event.</p> <p>H & S representative/member or parent/guardian must inform and consult with the School Representative if an incident or emergency occurs.</p> <p>The School representative is responsible to make decisions to address the incident or emergency.</p>
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<p>Alcoholic or illegal substances (hereafter called banned materials) are prohibited at after-hours events except when a liquor licence has been issued in accordance with applicable law (i.e. For adult only event).</p>	<p>To adhere to applicable law and the WQSB policy on the possession of alcoholic or illegal substances for the safety, security and health of the students, participants and parents/guardians.</p> <p>No smoking on school property.</p>	<p>All participants must check all bags & coats at the coat check.</p> <p>If a participant is witnessed consuming alcohol or illegal substances, they will be asked to leave the event.</p> <p>Refusal to leave will result in police involvement.</p>
<p>Children must be accompanied by and be under the supervision of parent/guardian to all after-hour events.</p>	<p>To ensure that the school, School Representative or H&S are not entrusted with the custody, supervision or education of students or participants during after-hour events.</p> <p>Parents/guardians are responsible for incidences involving their child(ren) that occur during the after-hour events.</p>	<p>Upon entering the school, a volunteer will ask each parent/guardian to sign in and list all the students and participants they are supervising during the event.</p>
<p>Volunteers shall wear identification t-shirts.</p>	<p>Increase the visibility of volunteers so students, participants and parents/guardians know who they can approach for questions, issues, or comments.</p>	<p>The volunteer coordinator for each event must ensure there is a minimum number of volunteers wearing the identification t-shirts.</p> <p>One Executive member or designated staff will be present at each after-hours event.</p>
<p>No children are permitted throughout the school or outdoors during an event.</p>	<p>To ensure the safety and security of students, limited accessibility to unsupervised areas is necessary.</p>	<p>Volunteers will be placed at the exiting doors throughout the event and will monitor the coming and going of students or participants to ensure they are only in designated permitted area.</p>

<p>All student, participants and/or parents/guardians must abide to all laws. All offences will be reported to the authorities.</p>	<p>To adhere to applicable federal, provincial or municipal laws and regulations for the safety and security.</p>	<p>The School Representative, or other witness, will report any offence to the authorities.</p> <p>The participant must leave the event.</p> <p>Police authorities will be contacted if deemed necessary by the School Representative.</p>
<p>The emotional, physical, verbal or sexual abuse of any student, participant or parent/guardian will not be tolerated.</p>	<p>To ensure the emotional and physical well-being of the students, participants or parents/guardians.</p>	<p>Police involvement.</p>
<p>Any material used as a "weapon" will be confiscated and the individual may be asked to leave the premises. The WQSB has the right to define a "weapon".</p>	<p>To ensure the emotional and physical well-being of the students, participants or parents/guardians.</p>	<p>Police involvement.</p>
<p>Abusive language and/or conduct endangering the health and safety of participants and others is prohibited.</p>	<p>To ensure the emotional and physical well-being of the students, participants or parents/guardians.</p>	<p>Any violation will result in the participant being sent home at her own or her parent's/guardian's expense.</p> <p>Police involvement.</p>