

## Consultation on Supervision of Extracurricular Activities Policy

### Purpose

This document is intended to provide principals and School Advisory Council (SAC) Chairs with a resource to help guide discussion around the draft Supervision of Extracurricular Activities Policy.

### Preparation

It is a good idea to circulate copies of the policy summary to members of the SAC before meeting to discuss it. This will help ensure that people have time to read the policy summary. It may also be helpful to bring copies of the policy to the SAC meeting and provide people with 10-15 minutes to review the document in advance of the discussion.

### Suggested Messages

The following are some suggested key messages that the principal and/or SAC Chair could use to introduce the policy and to ensure that SAC members understand the purpose of the discussion:

- During the recent regional SAC meeting, we were provided with a copy of the summary of the Supervision of Extracurricular Activities Policy.
- The Department of Education and Early Childhood Development is seeking feedback from SACs on this policy and has asked us to bring the policy back to our SACs for discussion. They have provided some guiding questions about the policy that they are hoping SACs will answer.
- The Department will make any necessary changes to the policy based on the feedback they receive from us and from other SACs across the province. A summary of the feedback provided will be made available to all SACs.
- We can provide our feedback in writing or through the following website:  
<https://goo.gl/forms/yIzVBXPLNqncArUG2>

### Summary of the Policy

The policy is intended to provide increased opportunities for volunteer involvement in schools by recognizing the role that parents and community members can play in leading and supervising extracurricular activities.

The policy supports the ongoing safe and equitable provision of extracurricular activities in schools by ensuring these activities are led and supervised by a responsible adult.

The policy is based on the following guiding principles:

- The safety and security of students is the first and foremost consideration;
- Involvement of volunteers and community members in extracurricular activities is valued and viewed as important in cultivating community and school relationships; and
- Extracurricular activities can be led by school staff, volunteers, or both.

## Guiding Questions

Do you feel this policy is clear and easy to understand?

- Yes, very clear
- Somewhat clear
- Not very clear
- Difficult to understand

Are there any areas you feel require modification or additional clarification? Please explain.

Do you foresee any issues implementing this policy at your school?

- No, this should not be difficult to implement
- Yes, there may be problems implementing the policy
- Not sure

*Please explain:*

Do you think that this policy will be helpful to principals in terms of recruiting people to supervise extra-curricular activities?

- Yes, it will make it easier
- It will not have an affect one way or the other
- No, this will make it harder to run extracurricular activities

*Please explain:*

Do you think that this policy will help encourage/facilitate greater parent/community involvement in your school? Please explain.

Do you foresee any issues with volunteers leading activities with school staff? Please explain.

Do you foresee any issues with volunteers leading activities when school staff are not present? Please explain.

Do you have any other thoughts on the policy that you would like to share?

## **POLICY: SUPERVISION OF EXTRACURRICULAR ACTIVITIES - SUMMARY**

### **OBJECTIVE**

This policy supports the ongoing safe and equitable provision of extracurricular activities in schools, ensuring these activities are led and supervised by a responsible adult.

### **DEFINITIONS**

“Extracurricular Activities” refers to activities and/or experiences that do not fall within the scope of the regular curriculum and do not result in academic credit.

“Volunteer” refers to an individual who is not an employee of a regional centre for education (RCE) or the Conseil scolaire acadien provincial (CSAP) but who interacts with students, or groups of students within the school, or during activities associated with the school, including extracurricular activities.

### **GUIDING PRINCIPLES**

- The safety and security of students is the first and foremost consideration
- Involvement of volunteers and community members in extracurricular activities is valued and viewed as important in cultivating community and school relationships
- Extracurricular activities can be led by school staff, volunteers, or a combination of the two

### **APPLICATION**

This policy applies to all RCEs, the CSAP, and all Nova Scotia public schools and associated programs that fall under those education entities.

The directives outlined in this policy replace directives in existing policies covering the same issue.

### **DIRECTIVES**

School administrators must have access to a range of options with respect to supervision to support the availability and delivery of extracurricular activities in their schools.

The principal or designate may assign responsibility for the supervision of extracurricular activities to:

- An employee of the RCE/CSAP
- A volunteer as defined by this policy

The Principal cannot limit supervision to one of the above groups or the other.

Any volunteer supporting or leading an extracurricular activity is required to meet all safety requirements established by the RCE/CSAP with respect to working with students. Volunteers are also required to meet certification and/or safety requirements set by any organization or body responsible for the oversight of the activity that they are supervising.

School administrators and RCE/CSAP staff must ensure that all policies and procedures are followed in conducting any and all necessary checks for both staff and volunteers assigned to supervise extracurricular activities. These checks must be in place and up-to-date.