



## REGULATIONS

**SUBJECT: Access to Schools and Board Property**

1. All persons including visitors authorized to be on school premises must report their presence to the school office, obtain permission to remain on the school premises and sign the visitors' log.
2. A person is not permitted to remain on school premises if the person fails to obtain permission as noted unless the principal has pre-authorized an alternate procedure. Such pre-authorized procedures may apply to a person employed or retained by the Board or a person who is otherwise on the premises for a lawful purpose (e.g. delivering mail, voting, etc.)
3. Authority to be on school premises does not entitle a person to have access to all areas of the school premises.
4. Despite being an authorized person to be on school premises (e.g. a parent or student), under the Access to Premises Act a person is not allowed to remain on school premises, if in the judgment of the principal or designate, his or her presence is considered detrimental to the safety or well-being of a person on the premises.
5. A principal has a duty to refuse to admit to the school or classroom a person whose presence in the school or classroom would, in the principal's judgment, be detrimental to the physical or mental well being of a pupil. The Trespass to Property Act also provides authority to deal with a person not acting in a lawful manner such as entering premises when entry is prohibited, engaging in an activity on the school site when the activity is prohibited or failing to leave after being directed to do so by the occupier of the premises or a person authorized by the occupier. Such matters under the Trespass to Property Act are normally referred to a police officer.
6. The principal may consult the Superintendent of Education in situations where charges are not laid by police in order to determine what if any action will be taken on behalf of the Board. Such action may include a letter of trespass denying access to the premises, or a letter of warning thereof.

Implementation Date: June 26, 2001  
Revised: August 26, 2008

Reference: Policy Education Act – Sec. 265 (m), Sec. 305