

TRESPASSING OR INTERRUPTING SCHOOL OR DIVISION PROCEEDINGS

Background:

The Division recognizes the education and safety of students and staff as an absolute priority. While Division schools and facilities are public places, they are not public in the same sense as a park, roadway or shopping mall. Any person who enters a school or Division property or grounds without permission may be considered to be trespassing and will be treated as such.

Procedures:

1. As per the *Education Act*, no person shall:
 - 1.1. Disturb or interrupt the proceedings of a school or Division-related function.
 - 1.2. Disturb or interrupt the proceedings of a school meeting or Board meeting.
 - 1.3. Loiter or trespass in a school building or on property owned by the Division.
2. Signage shall be posted in the main entrances of all Division facilities clearly stating that all visitors are to report to the office or main reception.
3. All visitors shall register at the office or main reception and shall wear appropriate identification.
4. The Principal or Site Administrator shall identify any person or persons trespassing or disturbing or interrupting the proceedings of their respective site and shall request the individual(s) to leave the premises.
5. If the individual(s) refuses to leave, the Principal or Site Administrator is advised to contact the RCMP.
6. If the situation escalates beyond the request to leave the premises, the Executive Director of Division Supports shall be advised of the facts pertaining to the situation.
7. If deemed necessary and in consultation with the Executive Director of Division Supports or designate, a “no trespassing letter” may be sent to the individual(s)—using the available [Division template](#)—detailing the Division’s expectations.
8. Parents and guardians do not have the absolute right to visit the school or classroom without permission.
9. The Principal may withhold permission for a parent or guardian to visit the school or classroom if it is deemed their presence may not be in the best interest of the student or if it may interfere with the teaching and learning environment.

Reference:

Section 52, 53, 197, 222, 256 *Education Act*

Petty Trespass Act

Section 41, 42, 171, 235 *Criminal Code of Canada*