

## **Maintenance of Order – Section 177 (School Act)**

### **Policy 2240**

### **September 27, 2016**

The Board of Education has the authority under Section 177 of the School Act to prevent the disruption of schools and school functions, and to ensure the protection of students and staff. This section allows the principal or other school administrator to direct a person to leave school property, and prevents the person from returning without prior approval of the principal or administrator. It also enables the principal or administrator to call for assistance from law enforcement if necessary. If a person contravenes this section of the School Act, he or she commits an offence. The purpose of providing this authority to principals and other administrators is to maintain order on school premises and to ensure the protection of students and staff.

Access to school property may be denied in circumstances where the school district determines that a person's actions:

- pose a risk to the safety of students, staff or others in the school community, or
- present significant and ongoing disruption to the educational programs offered by the school.

#### **Guidelines**

1. The Board authorizes the superintendent, director, principals and vice-principals to direct individuals to leave school property.
2. Where practicable, provide prior notice to the Superintendent or designate of the intention to issue an exclusion order under section 177.
3. Any other staff member who encounters an unwelcome visitor should notify the administration. Only if the principal or his/her designate is unavailable should the staff member direct the visitor to leave. A witness should be present.
4. The person who makes the request that the visitor leave should document the request showing the date, time, reason, and the name of the witness. (see attached Incident Reporting Form)
5. Call the RCMP for assistance if the administrator determines this is necessary (e.g. the person refuses to leave after being directed to do so or if there is reason to be concerned about a threat from the individual).
6. Report the incident to the Superintendent or designate if not done in step 2.
7. If the excluded person returns on that day or subsequently, the date and time of the return should be documented and a witness obtained. The RCMP should be notified at once as the return is an offence.
8. Provide written notification to the excluded person as soon as possible, including reasons for and length of exclusion, date for review, and information about avenues of appeal (Bylaw #2 – Appeals). A copy should be sent to the Secretary-Treasurer and the RCMP.
9. All documentation collected in relation to a section 177 exclusion, must be sent to the Secretary-Treasurer to ensure the protection of personal information collected in accordance with the Freedom of Information and Protection of Privacy Act.