



CALGARY BOARD OF EDUCATION

Administrative Regulation 6009 - School Safety Patrols

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Role of the principal

- 1(1)** The principal will determine whether a school safety patrol is established, maintained, or cancelled at a school, in consultation with
- (a) Calgary Police Service
 - (b) The Alberta Motor Association
 - (c) The school council.
- (2) The principal must consider the following criteria when determining whether to establish, maintain or cancel a school safety patrol:
- (a) the number of eligible students available to act as school safety patrol,
 - (b) the complexity of the intersections, crossings and crosswalks near the school,
 - (c) the volume of traffic,
 - (d) community support for school safety patrols, and
 - (e) the traffic safety training of students, the teachers-in-charge, and adult supervisors.
- (3) If the principal decides to establish or cancel a school safety patrol, the principal must advise the school council of the principal's reasons for the decision, and provide parents with this information in the school newsletter or other communication.

- (4) In consultation with school councils, the principal will (a) determine the conditions under which school safety patrols will not operate, such as inclement weather, and (b) provide parents with this information in the school newsletter or other communication.

Location of school safety patrol crossing

- 2** The principal will determine the location of the school safety patrol crossing
- (a) in consultation with
 - (i) the Calgary Policy Service and
 - (ii) Alberta Motor Association, and the school council; and
 - (b) in consideration of the Alberta Motor Association criteria for choosing a school safety patrol crossing.

Teacher-in-charge or adult supervisor

- 3(1)** If the principal decides to establish a school safety patrol at the school, the principal
- (a) must designate
 - (i) either a teacher-in-charge of school safety patrols, or
 - (ii) an adult supervisor who is a Calgary Board of Education employee or volunteer, in charge of school safety patrols, and
 - (b) may co-designate both a teacher-in-charge and an adult supervisor in charge of school safety patrols.
- (2)** The teacher-in-charge is responsible for
- (a) organizing school safety patrols according to the current AMA School Safety Patrol Teacher/Supervisor manual;
 - (b) selecting, coordinating, coaching, directing and disciplining school safety patrol members;
 - (c) liaison with the Calgary Police Services, and the Alberta Motor Association, as required;
 - (d) liaison with the adult supervisors, if any; and
 - (e) attending school safety patrol workshops organized by the Calgary Board of Education, Alberta Motor Association, or the Calgary

Police Services, as required.

- (3) The adult supervisor may be a volunteer or an employee of the Calgary Board of Education other than a teacher-certificated employee.
- (4) If the principal designates, an adult supervisor, the adult supervisor is responsible for
 - (a) organizing school safety patrols according to the current AMA School Safety Patrol Teacher/Supervisor Manual;
 - (b) selecting, coordinating, coaching, and directing school safety patrol members;
 - (c) liaison with the Calgary Police Services, and the Alberta Motor Association, as required;
 - (d) liaison with the teacher-in-charge if any, or the school principal, if any; and
 - (e) attending school safety patrol workshops organized by the Calgary Board of Education, Alberta Motor Association, or the Calgary Police Services, as required.
- (5) Adult supervisors
 - (a) must direct the actions of students to ensure their safety but must not discipline students or school patrol members; and
 - (b) must report all students disciplinary incidents to the teacher-in-charge or the principal.

- Supervision**
- 4(1)** The teacher-in-charge or adult supervisor responsible for school safety patrols must direct the supervision of the patrol at the crossing on a regular basis.
 - (2) The principal must communicate the level of supervision of school safety patrols to parents, guardians, and the school council.

- Parents**
- 5(1)** Parents must complete the school safety patrol consent form, and provide it to the teacher-in-charge or supervisor before the student may serve on the school safety patrol.
 - (2) The consent form expires on September 30 of the following school year, unless the parent withdraws the student from the school safety patrol at an

earlier time.

- Students**
- 6(1)** No student may be compelled to serve as a school safety patrol member.
 - (2) Student school safety patrol members must follow the current Alberta Motor Association expectations for student school safety patrol procedures.
- Insurance**
- 7(1)** Student school safety patrol members are covered by the Calgary Board of Education liability insurance and student accident insurance while they are engaged in school safety patrol duties and responsibilities.
 - (2) Calgary Board of Education employees who participate in school safety patrols either as the teacher-in-charge or adult supervisor,
 - (a) are insured under the Calgary Board of Education's liability insurance policy only while they are acting within the scope of their duties as assigned by the principal or the Calgary Board of Education; and
 - (b) are insured under any Calgary Board of Education medical or accident insurance policy for bodily injuries which they may sustain while acting within the scope of their duties as assigned by the principal or the Calgary Board of Education.
 - (3) Adult supervisors who are volunteers
 - (a) are insured under the Calgary Board of Education's liability insurance policy only while they are acting within the scope of their duties as assigned by the principal, teacher or the Calgary Board of Education; and
 - (b) are not insured under any Calgary Board of Education medical or accident insurance policy for bodily injuries which they may sustain while carrying out their school safety patrol duties and responsibilities.

Effective Date:	February 15, 2003
1st Amendment:	March 9, 2005
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References

- Legal References:**
- School Act R.S.A. 2000, c.S-3, sections 20 and 45(8)
- Other References:**
- School Safety Patrol, Teacher/Supervisor Manual, Alberta Motor Association
- Contact Person:**
- For school safety patrol, Duty of Care
 - For insurance, Manager of Insurance/Risk Management