

ADMINISTRATIVE PROCEDURE 160

Access to Schools

The Director of Education provides this administrative procedure to support all staff members in establishing and maintaining a safe and secure working and learning environment in the schools of Limestone District School Board.

1.0.0 ACCESS TO SCHOOL PREMISES

1.1.0 Schools shall ensure that they clearly communicate their procedures for visitors to report their presence and gain permission to be on school property.

1.2.0 No person shall enter or remain on school premises unless he or she is authorized by *Ontario Regulation 471/07* to be there on that day or at that time.

1.3.0 A person shall not enter or remain on school premises if he or she is prohibited under *Ontario Regulation 471/07* or under this administrative procedure or for other reason, from being there on that day or at that time.

1.4.0 A principal/vice-principal may direct a person to leave the school premises if the principal believes that the person is prohibited by regulation or under a Board procedure from being there, or if his or her presence is detrimental to the safety or well-being of a person on the premises, in the judgment of the principal, a vice-principal, or another person authorized by the Board to make such a determination.

1.5.0 Every person who contravenes section 1.3.0 is guilty of an offence under the *Education Act S. 305*, *Ontario Regulation 471/07* and the *Trespass to Property Act*.

1.6.0 Where a person refuses to leave the premises after being directed to do so by a school official, the police shall be called. (See Safe Schools: A Safe Place to Learn, Work and Grow).

Legal References:

Education Act, S. 265(m) Duties of Principal

Education Act S. 305 Access to School Premises

Ontario Regulation 471/07

Guideline—Ontario Schools Code of Conduct

Trespass to Property Act

Last revised: May 2010