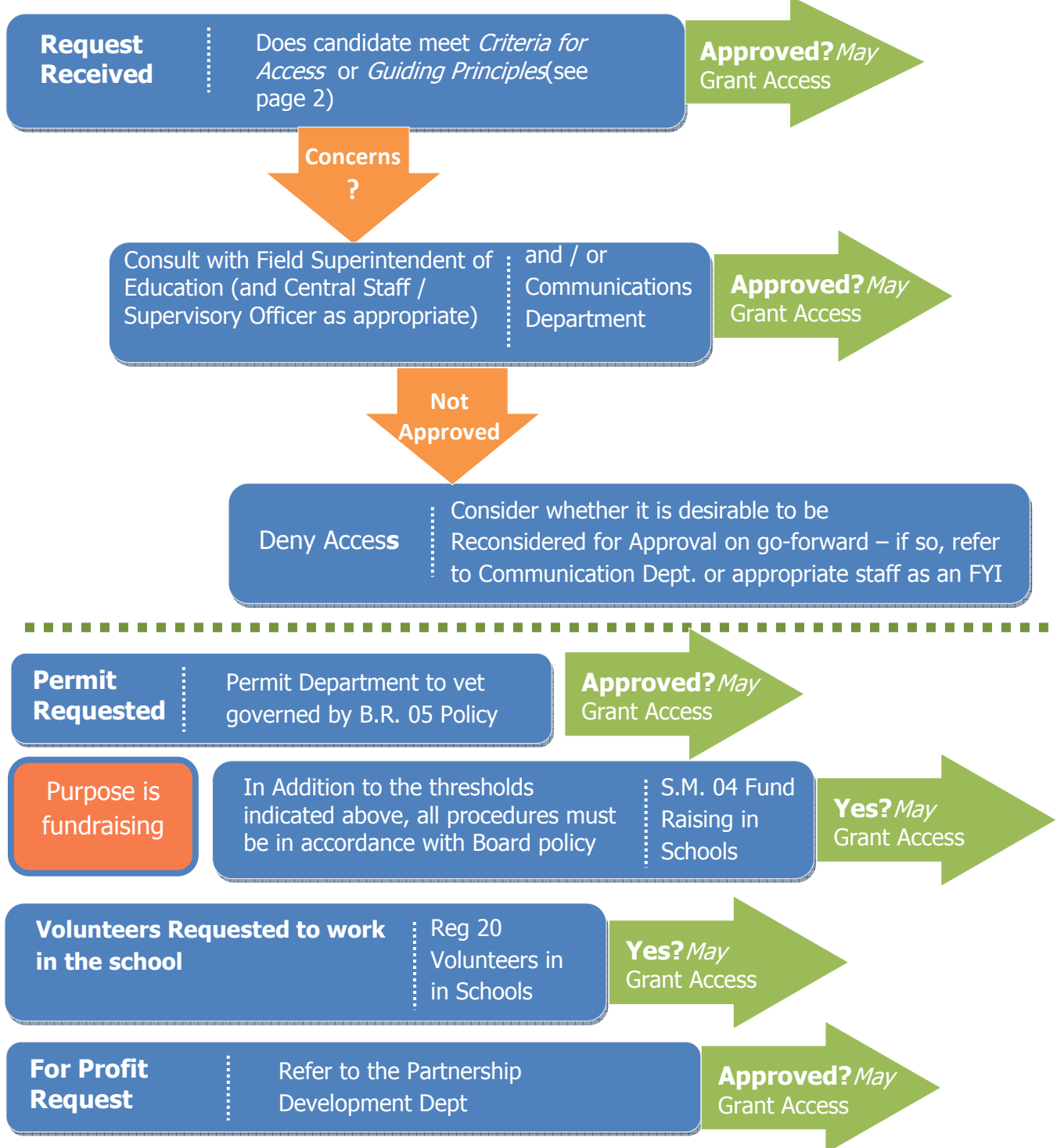


## Process Governing Access to Students in Schools

The table and criteria below are intended to govern the decision making process Principals and Central Board Staff utilize in ascertaining whether access should be granted to individuals or groups/organizations who request access to schools or pupils in schools.

Principals and Central Board Staff are encouraged at all times to use their Professional Judgment while working through the protocol, acknowledging that no Principal is under any obligation to grant access to the school or students, unless directed to do so by the Director of Education. Superintendents of Education also remain available for consultation at any stage of the process, even when not specifically identified.



### Criteria for Access to Students in Schools

#### Individual/Organization must:

- comply with Board's Mission and Vision Statements and its commitment to Gospel Values and Catholic Teaching.
- be related to charitable, humanitarian, educational, or service activities consistent with the tenets of the Catholic church
- identify a need that will enhance learning opportunities for students
- comply with any Provincial laws or Municipal by-laws and TCDSB policies, *(including criminal background check as appropriate)*
- be at no incremental cost to TCDSB

### Guiding Principles with respect to Access to Students in Schools by Individuals and Organizations:

#### When considering who may have access to students in schools the following need to be followed:

1. The board recognises the merit of engaging organizations and individuals to further enhance student achievement and well-being at TCDSB and welcomes such organizations and individuals.
2. There is deliberate consideration for the safety and well-being of students in determining access.
3. That access supports and is consistent with the Ontario Catholic School Graduate Expectations and Multi-year Strategic Plan including 'Fostering Student Achievement and Well-being' and 'Strengthening Public Confidence'.
4. That those groups being granted access are respectful of the Catholic Tradition and the tenets of our Catholic Social Teaching, which underpin the TCDSB Multi-Year Strategic Plan.
5. For those offering pastoral support that they be endorsed by the Archdiocese of Toronto.
6. That due diligence has been given to the social/emotional/physical /spiritual development of students when granting access.

7. Every effort shall be made to ensure that access to students is appropriate with respect to the age, maturity, experience, health, skill, physical abilities and student needs. Those seeking access shall be sensitive to the diverse cultural backgrounds and experiences of students
9. Parents will be informed in a timely manner when organizations are engaged with their children.
10. That access will comply with protection of privacy information as set out in legislation.  
After exercising due diligence the Principal or Central board staff member shall approve or not approve access, notwithstanding that a Principal may seek additional approval or advice from senior board officials as required.