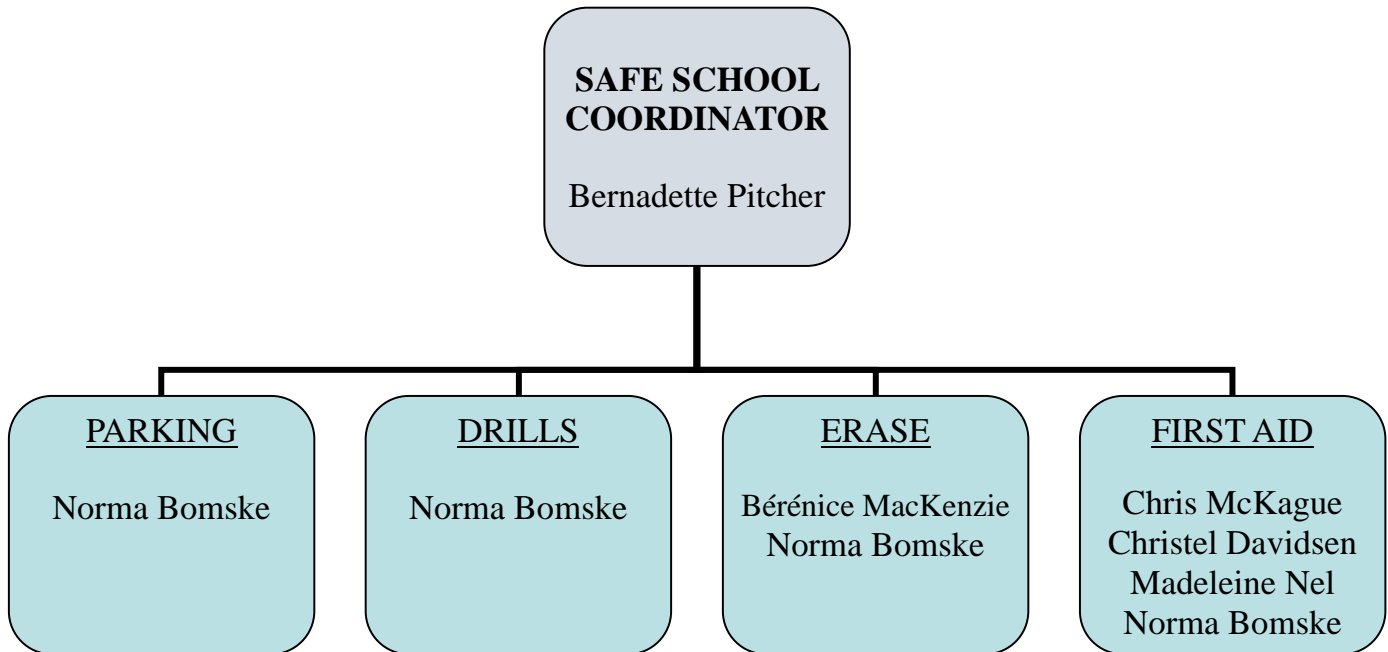


SCHOOL SAFETY STRUCTURE



Primary Safe School Coordinator -the primary liaison between the school and the Ministry of Education and/or community partners (ie. Fire, Police etc.). Responsible for the development of school policy and implementing school-wide initiatives and responding to student safety incidents.

Secondary Safe School Coordinator – oversees each division of safety for the school building, grounds and attendees. Responsible for recruiting and orientation of division leaders and conflict/problem resolution concerning all safety areas.

Divisions:

- Parking – during school hours, lock and unlock parking lot gate. Responsible for all parking lot incident reports and provide conflict resolution.
- Drills – are earthquake, fire and lockdown. Responsible for planning, implementing, analyzing, and logging all drills throughout the year
- ERASE – document, assess and report all cases to the Director/Principal. Responsible for reporting to the Director and the Ministry of Children and Family Development.
- First Aid – certified first-aid attendants to assess & write up moderate to serious injuries sustained on the premises. Responsible to transport the injured person to a medical facility if necessary.

Appointed School Official (ASO)– should an accusation of physical/sexual abuse occur against any staff member. An investigation is conducted by the appointed person which is Caron Mulgrew.

Alternate Appointed School Official (AASO) Should an accusation occur against the ASO then the Alternate Appointed school official will be in charge of the investigation. The ASSO is Chris McKague.