

## LUNCH TIME SUPERVISION POLICY

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#### **1.0 GENERAL PRINCIPLES**

- 1.1 In accordance with the *Education Act* s.64D, on and after September 2009, the Halifax Regional School Board shall provide for the supervision of students during the student's lunch break at no cost to the student.

#### **2.0 PRINCIPALS' AUTHORITY**

- 2.1 Principals shall maintain their general authority and responsibility in regard to lunchtime supervision in their school.

#### **3.0 AUTHORIZATION**

- 3.1 The Superintendent is authorized to develop and implement procedures in support of this policy.

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### **1.0 SUPERVISION REQUIREMENTS**

1.1 The board shall strive to meet the supervision ratios as follows:

- 1.1.1 1 monitor for every 25 students at elementary
- 1.1.2 1 monitor for every 100 students at junior high
- 1.1.3 1 monitor for every 200 students at senior high

1.2 Ratios at elementary schools may exceed the recommended ratio if monitors are unavailable and the supervision space allows for additional students to be accommodated safely.

### **2.0 MANAGEMENT RESPONSIBILITIES**

- 2.1 Compensation levels for lunchtime supervision employees will be determined and reviewed on an annual basis.
- 2.2 A handbook will be provided to all lunch monitors that will include emergency procedures, appropriate staff behaviour, and standard operating procedures.

### **3.0 PRINCIPALS' RESPONSIBILITIES**

- 3.1 Principals will be responsible for ensuring that lunchtime supervision is provided for students.
- 3.2 The principal shall:
  - 3.2.1 Register all students who wish to remain at school for lunch;
  - 3.2.2 Develop and implement supervision strategies to ensure that students are appropriately monitored;

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3.2.3 Communicate with parents about behaviour expectations for students during lunchtime supervision.

3.3 The principal may work with the Coordinator EXCEL to recruit and hire lunch monitors.

#### **4.0 PARENT/GUARDIAN RESPONSIBILITY**

4.1 During school registration, parents of students who will be staying at school over the lunch period must register for the lunch supervision program.