

# Student Supervision

## Supervision Before and After School and During Breaks

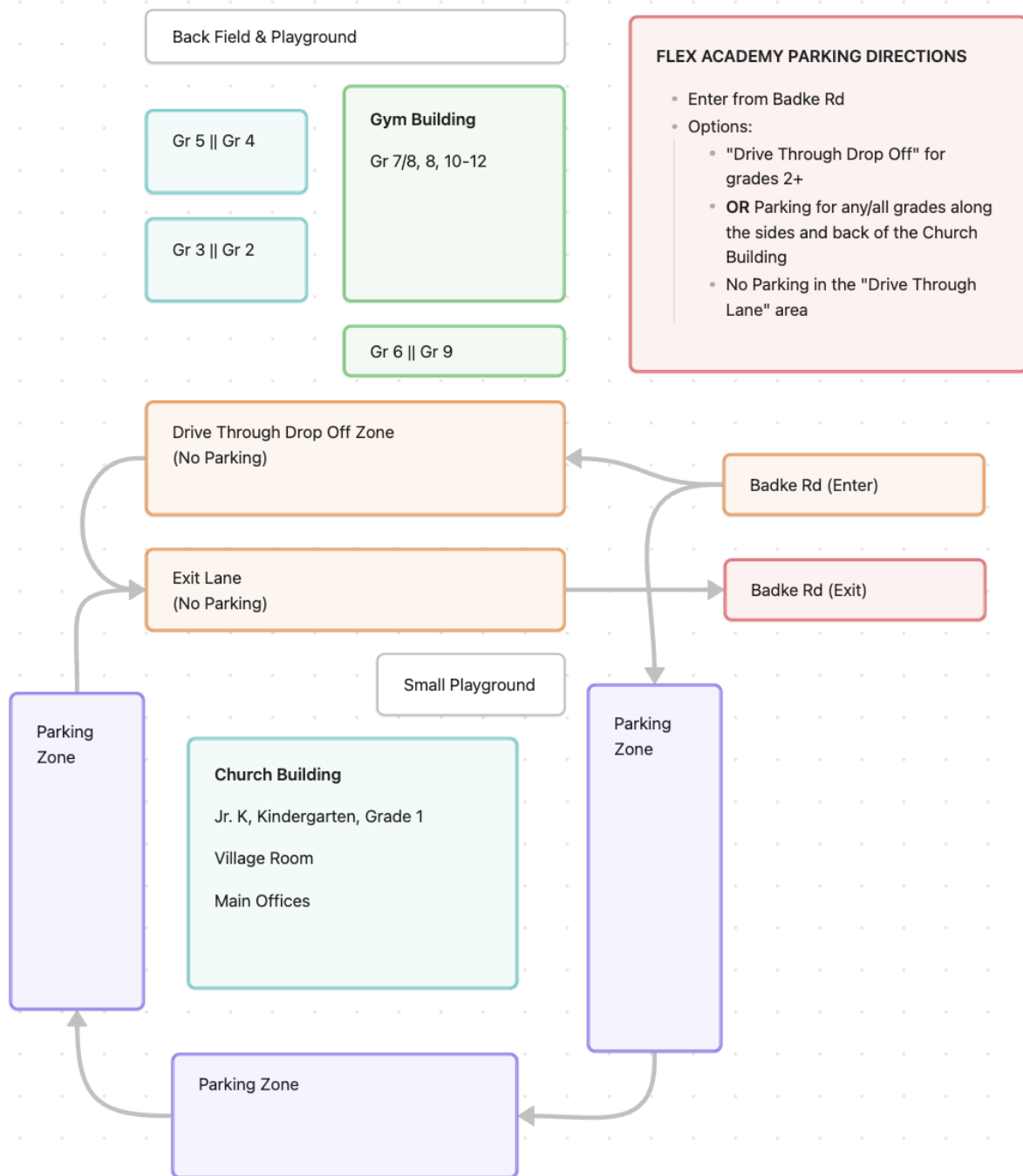
- At the beginning of the school day, parents and guardians are asked to drop off students between 8:15-8:30am so that students can go directly to their classrooms.
- Parents and guardians are asked to pick up their students between 3:00-3:15pm
- Students not picked up by 3:15 will be signed in to our After School Care program (Sparks) as a drop-in student and families will be invoiced for the \$26 drop in fee
- Flex Academy has a crossing guard available in the parking lot during morning drop-off and afternoon pick-up.
- A rotation of teachers and support staff supervise students during all recess and lunchtime breaks.

## Drop-off and Pick-up

Drop off and pick up for students in JK to grade 1 happens with parents walking their students to the elementary door drop off on the right-hand side of the church building.

Drop off and pickup for students in grades 3-12 is drive-through in the Flex Academy parking lot. Parents/guardians picking up students in grades 3-12 can either do a drive-through pick-up in the Flex Academy parking lot or park in the church's back parking lot.

During the school day, visitors are welcome to park in the middle parking that is between the church and gym buildings.



## Risk Management

- All off-site activities require appropriate supervision so that students can be observed and attended to as needed. Supervisors must follow the CRC requirements.
- Supervisors at Flex Academy are always staff members (Teacher, Educational Assistant, Learning Coach, Athletics Coordinator, or Director)
- Any parent supervisors must have a current volunteer CRC on file with Flex Academy before supervising children and must be approved by Administration for supporting in this role.

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Created 31 July 2023 16:15:06 by Ryan McGuire

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