



Northeastern Catholic District School Board

ACCESS TO SCHOOL AND BOARD PREMISES

Administrative Procedure Number: APE001

POLICY STATEMENT

The Northeastern Catholic District School Board (NCDSB) is committed to providing safe, accepting, and inclusive learning environments and work places consistent with Christian principles. For the protection of students, staff, visitors, and community partners, it is necessary to monitor access to the Board's premises and to respond to unauthorized persons/visitors in accordance with relevant legislation, Board policy, and related procedures.

REFERENCES

Education Act

Ontario Regulation 474/00 *Access to School Premises*

Trespass to Property Act, 1990

NCDSB Policy

C-3 Community Use of Schools

E-1 Access to School and Board Premises

E-32 Equity and Inclusive Education

E-34 Safe Schools

DEFINITIONS

Authorized Person

A person who is permitted on school premises including:

- a person enrolled as a pupil in the school;
- a parent or guardian of such a pupil;
- a person employed or retained by the Board;
- a person who is otherwise on the premises for a lawful purpose;
- a person who is invited to attend an event, a class or a meeting on school premises provided the person is on the premises for that purpose; and
- a person who is invited onto school premises for a particular purpose by the Principal, Vice-Principal or another person authorized by Board policy provided that the person is on the premises for that purpose.

Principal

Refers to the Principal of a school, their designate or the employee who is in charge of the particular property.

School and Board Premises

Includes, but is not limited to, a school building, a facility of the Board, the Board Office, parking lots, playgrounds,

4.0 CONSEQUENCES FOR TRESPASSING

4.1 In cases of trespassing, the Principal may:

- i) Issue a trespass notice; or
- ii)

6.0 RELATED FORMS AND DOCUMENTS

LETTER: Trespass Letter Template

LETTER: Rescinding Trespass to Property Template

Director of Education:

Tricia Stefanic Weltz

Date:

May 2024