



Policy Manual – Finance

S.10 Lunch Room Supervision

The mission of Catholic Education in Hamilton-Wentworth, in union with our Bishop, is to enable all learners to realize the fullness of humanity of which Our Lord Jesus Christ is the model.

Policy Statement

1. In keeping with the Regulations of the Education Act, the principal shall provide for the supervision of **elementary students** during the period of time during each school day when the school and playground are open to **students**.
2. A **student** who normally remains at school during the lunch period shall be responsible to the principal or staff member assigned by the principal.
3. An elementary **student** requesting to leave the school premises during any lunch period shall have the consent of his/her parent/guardian in writing each day. Without such authorization from a parent/guardian, the principal shall insist that the **student** remain on the school premises.
4. The Principal shall ensure that all teachers, educational assistants and early childhood educators are included in the scheduled assignment of general supervision activities.
5. Having identified the need and received authorization from the school's Superintendent of Education and Human Resources, the Principal shall be responsible for the selection and supervision of additional supervisors during the lunch period.
6. Once selected by the Principal, the Human Resources Department, **will facilitate all appropriate hiring and training.**

Purpose

Lunchroom supervisors provide important additional support for schools in ensuring students are safe during the lunch break.

Responsibility

Superintendent of Human Resources

Regulations

Education Act – Reg.298S.11(3)(e)

Related Board Committee

Student Achievement & Well-Being

Policy Review Date

BM Original Policy Approved August 31, 1976

Revisions: 7 April 1992, 7 October 1997, 1 October 2002, 7 June 2005, 29 June 2010, 04 June 2012, 06 May 2014, 06 October 2020

To be reviewed every three years