



Independent AB Authority	Footprints for Learning Society (Academy)
Policy Number	Number HSE 8.0
Policy Title	Student Permissions
Date of Review	August, 2023

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## **OVERVIEW**

The following are important PERMISSIONS regarding school operation for students.

### **FFLA Media Policy**

All use of videos and other audiovisual media shall comply with all copyright laws and regulations. Teachers or other staff members using video or audiovisual media shall be responsible for following all school procedures and provincial and federal laws regarding their use. Video or audiovisual media, if used, shall be an integral part of standards-based instruction.

### **Procedures for Using All Video Media and Other Instructional Media**

Teachers or other staff members wishing to use a video/film must obtain permission from the principal prior to the planned showing. Any videos shown must be for educational purposes and pre-screened prior to viewing in the classroom. Showing videos during non-instructional times should be limited to special occasions only.

*A guardian/guardian permission form including descriptive information about the video as well as instructional purpose is required.*

Videos of student performances may be shown to students if they meet the instructional criteria listed above. Any student participating in a filmed student performance shall have a signed video release form prior to the filming.

If a non-rated video has been approved, the same video may be used in subsequent months or school years if the intended instructional use is the same as that presented originally.

Additional Procedures for Use of Videos Rated by the Motion Picture Association of Canada and/or Common Sense Media.

The ratings used by the Motion Picture Association of America (MPAA) and/or Common Sense Media shall be one consideration of several in connection with the other selection criteria. If using an MPAA rated video, the following additional guidelines must also be followed:

Parents/guardians shall receive written notice when teachers plan to use commercial video/DVD recordings. Such notice shall include an accurate description of the contents and instructional purpose of the video/DVD recording and where it may be obtained/rented for parent/guardian review. Teachers shall notify the school's principal in advance of showing a video. All viewing of videos should be part of the planned curriculum unless special permission is granted under unusual circumstances. (Weather conditions, etc.)

G - Signed permission form is necessary. The Principal is to grant permission for viewing.

PG - A signed parent/guardian permission form is required. If requested for use in an elementary school, the principal will review the use of the video/DVD prior to granting permission.

PG 13 - A signed parent/guardian permission form is required. If requested for use in a junior high or high school, the principal will review the use of the video/DVD prior to granting permission.

### **Emergency Care & Release**

Parents/Guardians give permission for Footprints for Learning Society to provide emergency Child First Aid care to their child in case of accident or illness or incident and agree to release Footprints for Learning Society and it's staff from Liability and cost for any circumstances arising from providing emergency Child First Aid that is not due to gross negligence on the part of any staff member. They understand that they will be informed immediately and that they will receive a complete report regarding the incident.

### **Transportation & Medication at Clinic or Hospital Permission Form**

Parents/Guardians give permission for Footprints for Learning Society to call an ambulance to transport their child to an Airdrie Medical Clinic or to a Calgary hospital for the treatment of and to receive medication for injury caused by accident or an incident or due to illness. They agree to release Footprints for Learning Society and its staff from Liability and cost for any circumstance arising from the cost of transporting their child by ambulance. They understand that they will be contacted immediately and that they will receive a complete report regarding the incident.

### **Nature Walks & Parks Permission & Release Form**

Parents/Guardians give permission for Footprints for Learning Society to take their child (with the class) on local nature walks and to local parks during school hours.

### **Off-Campus Privilege Policy**

Parents/Guardians of Grade 8, 9 and High School Students are Requested to Read This Policy and Agree to the Conditions Herein Prior to Completing the "Off Campus Lunch Permission Form".

Permission to leave the school campus during lunch break is a PRIVILEGE that will be extended to our Grade 9 and High School Students beginning in September of each school year. Grade 8 students will qualify DURING THE FINAL TERM OF THEIR GRADE 8 YEAR if they show exemplary behaviour while on the school premises. With this privilege comes the responsibility of continued appropriate behaviours while in the community.

If parents/ guardians and their Grade 8 , 9 and High School student agrees that their student has proven responsible so as to be granted this privilege, they shall carefully read and complete the "Request for Off-Campus Lunch Permission" form and have your student return it to their homeroom teacher.

The administration and parents/guardians reserve the right to revoke this privilege if behaviour in the community as it affects community members or one another is deemed inappropriate or at any time for other reasons.

A student with parental/guardian permission and Administrative Approval may leave the school campus ONLY during their SCHEDULED lunch period.

BEFORE GRANTING PERMISSION, PARENTS/GUARDIANS, PLEASE GIVE CAREFUL CONSIDERATION TO THE FOLLOWING:

1. Parents are responsible for their child's whereabouts, conduct, and welfare while away from campus.
2. Students are supervised while on school premises.
3. Quiet study areas are available on campus to the students during lunch blocks.
4. Supervised Gym time (Intramurals) are available during certain days.

Off-Campus Lunch Permission is a Privilege, not a Right. It May be Revoked by the Student's Parent/Guardian or School Administrator at any Time.

Below are SOME examples which may result in off-campus permission being revoked:

1. Failure to demonstrate overall good school citizenship.
2. Any misconduct or attendance issues.
3. Any reason which leads the student's parent or Administrator to feel that it is not in the student's best interest to retain this privilege.

The following rules must be adhered to by students with off-campus permission.

- ✓ A permission form must be completed and submitted to the office.
- ✓ Students must sign in and out at the office prior to leaving during a LUNCH BLOCK. This is for accountability purposes and during emergency situations. They must not be late for classes following the Lunch Block.
- ✓ Students must follow the Off-Site Privilege Policy and other Student Behaviour Policies including but not limited to Dress Code and Behaviour Standards with safety and conduct as priorities.
- ✓ Students are not permitted to be transported by students.
- ✓ Guardians and/or Parents should be aware of off-campus destinations.
- ✓ Students are to have respect for the property and personal rights of others and the community.
- ✓ Students obey all traffic regulations.

Parents may revoke permission to leave campus during lunch by contacting an Administrator.

It is our wish that our qualifying students enjoy their Off -Campus privilege as they mature and will support and encourage them, where possible, in this experience.

## **Photo Consent and Agreement**

Sharing Photos: Guardians agree not to share photos taken of students in the school program (class picture, Christmas concert pictures, graduation pictures, etc.) on the internet or any social media.

Internal Use: Guardians give permission for photographs of the student to be taken and used for internal publications (yearbook, display boards of group activities located in the school, field trips, newsletters etc).