

**PRINCE EDWARD ISLAND  
HOME AND SCHOOL FEDERATION INC.**

**POLICY MANUAL**

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## TABLE OF CONTENTS

MISSION STATEMENT .....	4
STATEMENT OF POLICY.....	4
POLICY STATEMENTS .....	5
I. ACADEMIC OUTCOMES.....	5
II. COACH TRAINING AND CERTIFICATION .....	6
III. COMMUNICATIONS .....	7
IV. CURRICULUM.....	9
V. ECONOMIC POLICY .....	11
VI. EDUCATION.....	12
VII. ENROLLMENT.....	14
VIII. EXAMS.....	15
IX. EXTRA-CURRICULAR.....	16
X. FUNDING.....	17
EDUCATION FUNDING .....	17
XI. FUND RAISING GUIDELINES .....	19
XII. HEALTH AND NUTRITION (Active Living) .....	20
XIII. HEALTH & SAFETY .....	22
GENERAL SAFETY .....	22
SAFE SCHOOLS .....	24
SCHOOL BUS SAFETY.....	26
XIV. MEDIA.....	28
XV. SCHOOL PREPAREDNESS / SCHOOL ENTRANCE .....	29
XVI. ROLE OF HOME AND SCHOOL .....	30
XVII. SCHOOL BOARD ELECTIONS .....	32
XVIII. SCHOOL CALENDAR .....	33
XIX. SCHOOL CLOSURES .....	34
XX. SMOKING PREVENTION .....	35
XXI. SPECIAL EDUCATION TEACHERS .....	36
XXII. STUDENT-TEACHER RATIO .....	37

XXIII. SUBSTANCE ABUSE (ALCOHOL AND DRUGS)..... 38  
XXIV. TEACHER TRAINING / EDUCATIONAL ASSISTANTS ..... 39  
XXV. TECHNOLOGY ..... 40  
XXVI. TRANSLATION ..... 41  
XXVII. VOLUNTEER POLICY FOR SCHOOLS ..... 42  
XXVIII. STUDENT ABSENTEEISM ..... 43

Definitions:

\* SA = Semi-Annual

\* R = Reaffirmed

## **MISSION STATEMENT**

The Prince Edward Island Home and School Federation exists to promote the total well-being of children and the highest standards of education for each child in the province. The Federation works in partnership with other organizations who foster this ideal. The Federation encourages and whenever possible assists in the development of policies related particularly to quality education for each child and generally to the total well-being of children in Prince Edward Island.

## **STATEMENT OF POLICY**

Of prime concern to members of the P.E.I. Home and School Federation, is the welfare of the child in the home, the school, and the community. Our membership represents a diversity of opinions and views. We consider that it is a parental right to express these views. We consider it a strength of the organization to represent a wide range of ideas and ideals. Each year at the Annual General Meeting of the P.E.I. Home and School Federation delegates from the local Home and School Associations, along with members of the Federation's Board of Directors, vote on resolutions which are the expression of the concerns of the membership. The next stage is the formation of a "Statement of Policy" containing those resolutions which the Annual General Meeting delegates feels compliment the purpose and objectives of the P.E.I. Home and School Federation. A statement of policy may be changed by the Annual General Meeting when developments suggest that change is necessary. The statements of policy are reviewed on an annual basis.

# POLICY STATEMENTS

## I ACADEMIC OUTCOMES

The Provincial Federation promotes the following:

1. Requests the Minister of Education to acknowledge there is an urgent problem with student achievement in PEI and publicly declare it the number one priority of the Ministry of Education; and

Requests the Minister of Education & Early Childhood Development, pursuant the *Schools Act*, to establish the expected PEI academic outcomes and standards of academic performance for mathematics, science and reading that are consistent with national and international standards and take immediate steps to assess the extent to which outcomes are achieved and standards are met, and

Requests the Minister of Education and Early Childhood Development to commit to including the P.E.I. Home and School Federation as a partner in the development of a specific strategy and plan by April 2015 to have PEI students meet the national average to address the student achievement gap in Prince Edward Island; and

Requests the Minister of Education and Early Childhood Development to issue a regular progress report to inform the public and parents and students on the state of the PEI education system; and establish a subcommittee on student achievement.

Requests PEI Home and School Federation to establish a subcommittee on student achievement (2014-06)

2. Requests the Minister of Education and Early Childhood Development to establish and publicly declares the expected PEI academic outcomes and standards of academic performance for mathematics, science and reading, that compare favorably with national and international standards, and take immediate steps to assess the extent to which outcomes are achieved and standards are met, and

Requests the Department of Education and Early Childhood Development to hold School Boards accountable for achievement of academic outcomes and meeting the standards of academic performance as set by the Minister of Education and Early Childhood Development, and

Requests the School Boards to hold school administrators accountable, through the school improvement planning process and annual performance review, for the achievement of academic outcomes and meeting the standards of academic performance as set by the Minister of Education and Early Childhood Development. (2011-07)

## **II COACH TRAINING AND CERTIFICATION**

The Provincial Federation promotes the following:

1. Recommend that the PEI School Athletic Association request equal access to referee training by holding clinics in each family of schools, and utilize local officially trained referees in both urban and rural regions. (2010-06)
2. Requests that minimum standards for coach training and certification be established for all volunteers and teachers coaching sport in the school setting, a process in place to remove those who do not follow such certifications, and that the PEIHSF partner with the PEI Department of Education, School Boards, the PEI School Athletic Association and the Provincial Sport Organizations to develop such standards. (2008-02)

### III COMMUNICATIONS

The Provincial Federation promotes the following:

1. Working with the Department of Education, Early Learning and Culture, the PEI Teachers Federation, the Canadian Union of Public Employees education locals, and other education partners to jointly draft a policy for the use of social media,

Ensuring that to the greatest extent reasonably possible, social media is used in a way that maintains standards of professionalism for educators, that youth are protected from harm, and that maximum positive educational use can be made of social media tools. (2016-01)

2. Requests the English Language School Board to form a committee consisting of board and department staff, home and school representatives and transportation experts to review current practices, develop and publish a Storm Closures Policy,

Requests the English Language School Board to ensure those responsible for storm closure decisions have adequate resources and training to make informed decisions,

Requests the English Language School Board to publish the number of school days lost to storm closure for each family of schools in the ELSB's Annual Report. (2015-02)

3. Requests the English Language School Board to ensure effective communication regarding day-to-day transportation of students is reported directly to parents, guardians, students and the school.

Requests the English Language School Board to establish regional support for each family of schools to meet the needs of safe and timely transportation for students (2015-03)

4. Requests the English Language School Board to expedite the development of policies and procedures related to the presence of animals in schools and establish these to be in place no later than the 2015-2016 school calendar year. (2015-06)

5. Requests the English Language School Board to consult with and include local home and school organizations in communications and planning processes when the ELSB decision suspends or significantly changes or abolishes an established program. (2015-07)

6. Requests the Department of Education and Early Childhood Development and English Language School Board to allow parents' access to the Students Achieve System at the elementary school level; and

Requests the Department of Education and Early Childhood Development and English Language School Board to support elementary school teachers' use of SAS beyond that of school attendance at the elementary school level and to establish consistent and clear procedures for use by teachers that is communicated to parents. (2015-09)

7. Requests the English Language School Board to revise its Participation, Release and Indemnification Forms to be written in Plain Language to allow for all legal and monetary implications to be made apparent to parents/guardians. (2014-01)
8. Requests School Boards to establish consistent, clear procedures for communicating to parents that will be adopted by all schools in the province; and

Requests School Boards to adopt a standard communications template for school hand-books and/or other existing communication materials to provide consistent, clear messages/information for parents, that include but are not limited to, the following:

- i. That parents are encouraged to participate in the life of the school as active partners in their child's education.
  - ii. Procedures to be followed when visiting the school and their child's classroom (e.g. is an appointment required? Is signing-in required? And so on).
  - iii. How to contact the principal of the school (telephone number and hours available, email address, etc.).
  - iv. How to contact classroom and resource teachers (telephone number and hours available, email address, etc.).
  - v. How to request a meeting with the principal, teacher(s) and/or other staff, along with a strong indication that this is an opportunity available to parents at any time.
  - vi. Routes available to parents for resolving issues that cannot be resolved at the local school level with the principal.
  - vii. Types of resources at the school that are available to parents (school library, computer facilities, resource room, etc.) and procedures for access.
  - viii. Opportunities for parents to volunteer their time and resources at the school. (2010-01)
9. Requests the Department of Education and Early Childhood Development to fully fund and support the Student Achieve System or similar software program to make available an online communication tool for province-wide parental access that displays test scores, grades, assignments, behavioral issues and attendance on a stable, consistent, user-friendly system; and

Urge the Department of Education and Early Childhood Development to work with the PEI Teacher's Federation to ensure adequate training is provided to teachers to ensure consistency of usage across the province; and

Requests that a PEIHSF representative position be added to the "Provincial Student Achieve Committee." (2010-03)



## IV CURRICULUM

The P.E.I. Home and School Federation believes the curriculum in P.E.I. schools should provide students with the skills and knowledge necessary for them to continue their lives beyond high school in a productive manner, whether in further education or training, or in employment.

The Provincial Federation promotes the following:

1. Request the Department of Education, Early Learning and Culture to review its current semestered system and consider switching to a five period day of 60 minute classes and adjust curriculum and graduation requirements accordingly. (2017-07)
2. Request the Minister of Education, Early Learning and Culture to acknowledge the importance of French Immersion on PEI and develop a strategy to address the increased growth and demand for French Immersion on PEI, specifically:
  - i. Sufficient resources be allocated to support and augment the current recruitment program aimed at attracting and retaining high-quality French Immersion teachers and educational assistants to PEI;
  - ii. Ensuring that there is a sufficient pool of qualified French Immersion substitute teachers and educational assistants on PEI;
  - iii. Existing French learning materials, including additional resources in the school libraries and in the classroom, are augmented;
  - iv. Adequate training is provided for French Immersion teachers and educational assistants to maintain French proficiency. (2016-04)
3. Request the Department of Education and Early Childhood Development and School Boards to ensure human resources are provided to classrooms having numbers referenced in the Eastern School District Organization Plan and more students so that proper instruction time is maximized and all curriculum outcomes are met. (2012-07)
4. Request the Department of Education and Early Childhood Development to ensure all schools are equitable in all areas of school life. (2012-08)
5. Request support for the recommendations of the PEI Task Force on Student Achievement calling for greater provincial supports to the education system to provide official language training and promote social integration of immigrant children. (2006-04)
6. Urges the Department of Education to develop and implement a new relevant health curriculum for intermediate schools. (2005-04)
7. Requests the Department of Education to have representation from the PEIHSF on all bodies which determine the curriculum to be taught in schools on P.E.I. (1993-

07a) (Reaffirmed 1998) (Reaffirmed 2003)

8. Requests the Department of Education make available to all parents, information regarding curriculum implementation and changes as they occur, through the PEI Home and School Federation. (1993-07b) (Reaffirmed 1998) (Reaffirmed 2003)
9. A family life education course with components such as life skills, decision making, values clarification, basic problem solving and appreciation of human behavior. (1983-04) (Reaffirmed 1997) (Reaffirmed 2003)
10. The implementation of appropriate computer programs, math, science and technology courses to prepare our children for full participation in this new age. (1992-02) (Reaffirmed 1997) (Reaffirmed 2002)
11. Provision for equality in curriculums offered at the high schools level on PEI. (1990/19) (Reaffirmed 1997) (Reaffirmed 2002)
12. A family life program aimed at Grades One through Twelve in all schools. (1987-30) (Reaffirmed 1997) (Reaffirmed 2002)

## **V ECONOMIC POLICY**

The P.E.I. Home and School Federation endorses economic policies that promote the welfare of children and youth and that support their education.

The Provincial Federation promotes the following:

1. Since students under the age of 16 are not eligible for employment insurance, benefits and deductions should not be taken from their pay cheques. (1989-01) (Reaffirmed 1997) (Reaffirmed 2003)

## VI EDUCATION

The P.E.I. Home and School Federation believes that a rich educational experience occurs when the objectives of the education system are clearly defined, when programs are designed and evaluated to meet these objectives, and when staff are well qualified and appropriately trained. All endeavors by the Department of Education, in consultation with the education partners, to enhance this rich educational experience should be promoted.

The Provincial Federation promotes the following:

1. Requests the English Language School Board and Minister of Education and Early Childhood Development implement age-appropriate character development programs that promote social tolerance, provide empathy training and leadership development, in all schools, primary to 12 grade levels, as part of the School Effectiveness Plan. (2015-01)
2. Requests the Minister of Education and Early Childhood Development and English Language School Board designate and allocate all Alternate Education be provided with off-school site facilities to more realistically reflect the needs of those requiring an adjusted learning environment, thereby promoting the total well-being of ALL of our children/youth; and  
  
Requests the English Language School Board release an immediate communication plan for the Alternate Education policy to key stakeholders. (2015-04)
3. Requests the Department of Education and Early Childhood Development introduce an enrichment program for the core learning areas (Math, Science, Language Arts) at the elementary and junior high levels. (2015-05)
4. Requests PEI School Boards and the Minister of Education and Early Childhood Development to ensure that all students have equal access to real life/world opportunities regardless of geographic and socio-economic factors of the students or the location of the value-based learning experience. (2011-04)
5. Requests that the Department of Education and Early Childhood Development and School Boards to set aside special funding to ensure that all elementary classrooms are equipped with both white-boards and FM Sound Systems. (2011-01)
6. Requests that the PEIHSF be provided with full information on the effects and benefits of the exam exemption policy and given an opportunity for input, before any decision is taken to extend the pilot to future years and/or other schools. (2009-09)
7. Urge the government to maintain and preserve the grades 7, 8, 9 at intermediate schools across PEI, and that amalgamation of these levels into the Elementary and Senior High Schools not be an acceptable option. (2005-01)

8. Urge, in the name of healthy child and youth development, that the government through the Departments of Education, Transportation and Health to reinstate late bussing to ensure equal access to all sports and recreational activities for all children. (2005-02)
9. Lessening the emphasis placed on "graduation" at elementary and junior high schools. (1992-13a) (Reaffirmed 1997) (Reaffirmed 2003)
10. Enlisting the help of senior high principals, student councils and Home and School members in moderating the activities and expenses associated with the grade twelve graduation. (1992-13b&c) (Reaffirmed 1997) (Reaffirmed 2003)
11. The use of school facilities in the evening and on the weekend by community groups. (1992-14) (Reaffirmed 1997) (Reaffirmed 2003)
12. A thorough evaluation by the Department of Education of the strengths and weaknesses of the semester system. (1992-18) (Reaffirmed 1997) (Reaffirmed 2003)
13. Immediate action taken to commence and complete school renovations. (1990-20) (Reaffirmed 1997) (Reaffirmed 2003)
14. Having a method of evaluation which provides assurance that the aims, goals and objectives for education are being realized by the students. (11/79) (Reaffirmed 1997) (Reaffirmed 2003)
15. Establishing a policy that promotes and encourages more teacher mobility throughout the boards. (1995-01) (Reaffirmed 2001)

## **VII ENROLLMENT**

1. That the Federation supports the development of criteria for system change which places top priority on providing the best possible learning opportunities to our children; and that any savings realized as a result of system change be reinvested in education rather than shifted to another area of public expenditure. (2008-05)

## VIII EXAMS

1. Recommend to the Department of Education and to the various school boards that current policies be amended or new policies be developed as required to ensure that, if an extended period of school closures occur during Mid-Term and Final Exams time frames due to weather, power outages, etc. both at home and in school, that examinations will be rescheduled in a consistent manner to ensure the students can adequately prepare. (2008-02)

## **IX EXTRA-CURRICULAR**

1. Requests the Department of Education and Early Childhood Development and School Boards to integrate science fair project development and student participation into the core science curriculum for grades 5-12. (2011-02)
2. Requests the Western School Board, and Eastern School District to ensure that all students in PEI have equal access to extra - curricular educational experiences regardless of the location of the students or the event. (2010-05)



## **X FUNDING**

The P.E.I. Home and School Federation believes that adequate funding by the P.E.I. government for education is crucial in providing the optimum educational experience for our students.

### **EDUCATION FUNDING**

The Provincial Federation promotes the following:

1. Requests that the Minister of Education, Early Learning and Culture develop a system for reporting to each public school community, on an annual basis, a summary of the school fees collected in that school, and a summary of how the fees were used, and  
Requests that the Minister of Education, Early Learning and Culture use the same information to provide an annual report on school fees summarized for all schools in the province taken together. (2016-03)
2. Requests that the Province of PEI work in partnership with the other Atlantic Provinces to identify areas of efficiencies that may be effective in generating financial savings and operational improvement within the education system; and that these savings and improvements shall include, but not be limited to: consolidation of various services and/or operations, coordinated purchasing to obtain savings through economies of scale, and a thorough review of the Education Budget in conjunction with an annual performance audit. (2012-01)
3. Requests the Minister of Education and Early Childhood Development move to re-label this line item “Computer Refresh” in future capital budgets to “Computers and Information Technology”. (2012-02)
4. Requests the Minister of Education and Early Childhood Development reaffirm the responsibility of the Minister’s IT Advisory Committee on Computer Information Technology to provide the Minister with systematic, deliberative advice, and that the Committee’s counsel be factored into future decisions about information technology planning and spending in the province. (2012-05)
5. Recommend to School Boards to conduct a review of school fees, in consultation with parents and care givers to develop policies specifying and regulating the type and level of fees that may be charged to students and families. (2009-01)
6. Request the Department of Education Funding Allocation - Textbooks and other such classroom learning materials provided by the Department of Education to be allocated to schools based on school population and classroom size, thus providing the resources required so that every Island child receives an equal opportunity to learn and grow. (2008-07)

7. Urge school districts to develop policies specifying and regulating the types and levels of fees that may be charged to students and families and to provide for parental input in the setting of fees. (2006-03)
8. Requests the Minister of Education to designate and allocate a minimum increase of twenty percent or increase in proportion to the cost of living, whichever is greater, for the existing School Program Budgets to more realistically reflect the financial needs of schools, thereby promoting the total well being of our children. NOTE: To be new money allocated in the system, not shifted from one program to another. (1999-05) (Reaffirmed 2005)
8. Requests the regional school boards approve a fund raising policy that requires parent consultation. (1993-02) (Reaffirmed 1998) (Reaffirmed 2003)
9. Request the Department of Education to fully fund implemented curriculum materials. (1993-04) (Reaffirmed 1998) (Reaffirmed 2003)
10. Opposition to any universal user fees with regards to education. (1993-1b Semi-Annual) (Reaffirmed 1998) (Reaffirmed 2003)
11. Request the government to show leadership in making education the number one priority of our province by funding and implementing the programs and curriculum that will allow our children to become productive citizens in the global economy. (1993-03) (1994-11) (Reaffirmed 2001)
12. Request the Department of Education to allow for the provision of adequate funding outside the student-teacher ratio to allow for the proper management of electronic networks and computer systems within schools. (1994-17) (Reaffirmed 2001)

## **XI FUND RAISING GUIDELINES**

The Provincial Federation promotes the following:

1. The PEI Home and School Federation be mandated to consult with local associations and with the Eastern School District and the Western School Board and to develop Federation guidelines to support local associations in their fundraising activities for submission at the 2008 AGM. (2007-01)

## XII HEALTH AND NUTRITION (Active Living)

The P.E.I. Home and School Federation believes that issues of health and nutrition affect children both inside and outside of school, and that their personal practices influence their ability to receive the best education possible.

The Provincial Federation promotes the following:

1. PEI Home and School Federation adopt School Food Guiding Principles to assist in the establishment of a provincial school food strategy for all students in P.E.I.; and  
  
Requests the Public Schools Branch to adopt the PEI Home and School Federation's School Food Guiding Principles to lead and assist in the establishment of a provincial school food strategy for all students in P.E.I. (2017-02)
2. Requests the Public Schools Branch to develop policy for the purpose of implementing a 10 minute healthy snack time apart from recess in all schools in Prince Edward Island to contribute to overall student health and learning. (2017-03)
3. Requests the Public Schools Branch to *strictly* enforce its policy of a minimum 20-minute school lunch eating time for all students keeping in mind that this is eating time only; and  
  
Requests the Public Schools Branch to ensure that elementary students will eat their lunch after outside play, whenever possible, in a calm and positive environment to facilitate healthy eating in a relaxed atmosphere that is not distracted and hurried. (2017-04)
4. Requests the Public Schools Branch to lead and assist in the establishment of a provincial school food strategy, beginning with pilot projects in several schools, that are guided by the Public Schools Branch School Nutrition Policy. (2017-05)
5. Requests the Minister of Education and Early Childhood Development and the Minister of Health and Wellness to establish **a provincial school lunch program for all Island children** that adheres to the school nutrition policies and regulations.  
  
Requests the Minister of Education and Early Childhood Development and the Minister of Health and Wellness to ensure that all school lunch programs are developed in collaboration with school communities and encourage and facilitate the use of locally produced food and support local businesses. (2015-08)
6. Requests that Health PEI and the English Language School Board cross-appoint *ex officio* members to each other's boards. (2013-02)
7. Requests the Minister of Education and Early Childhood Development ensure that SHAPES\* original school-based data is reported in a timely fashion to parents and teachers in each school thereby allowing them to collaborate on the results. \* School

## Heath Action Planning and Evaluation System

Requests the Minister of Education and Early Childhood Development require all schools to participate in the SHAPES survey. (2013-05)

8. Requests the Minister of Education and Early Childhood Development to provide the proper resources (dollars and staff) required for regular air quality testing to be carried out two times per school year, once in the Fall of every school year (October/ November) and once during the winter months (January/ February) in every Island school. (2010-02)
9. Requests that the school boards ensure that the existing hand washing policies are followed such that all students are provided with sufficient time to wash their hands properly prior to the lunch period. (2009-05)
10. To seek assurances that the Department of Education will review the present programs for health and physical education with the intent of increasing the course content in regard to good nutrition and the need for qualified physical education instructors in all Island schools with particular emphasis on the number of instructional hours devoted to both nutrition and physical education. (1998-06) (Reaffirmed 2005)
11. Supporting the mission and work of the Healthy Living Strategy, including the initiative of the Healthy Eating Alliance to establish healthy eating guidelines for Island elementary schools; and
  - i. supporting further work by the Healthy Eating Alliance, under the auspices of the Healthy Living Strategy, to develop healthy eating guidelines for intermediate and senior high schools; and
  - ii. calling on the Department of Education to place priority on developing a current, relevant health curriculum, including nutrition and active living, and to work with school districts and community partners to provide teachers with enhanced resources to support the curriculum; and
  - iii. urging school districts to place priority on working in partnership to complete the development of healthy eating guidelines, and to encourage and assist their schools to participate fully in implementing the guidelines. (2004-03)
12. Urge school boards to develop and adopt a bereavement information package which would benefit students, teachers and parents. (1992-05) (Reaffirmed 1997) (Reaffirmed 2002)
13. Nutritious food served in PEI schools. (Reaffirmed 1997) (Reaffirmed 2002)

### **XIII HEALTH & SAFETY**

The P.E.I. Home and School Federation believes that safety issues affect all children at school, in their homes and in their communities. Everyone must be protected in their environment.

#### **GENERAL SAFETY**

The Provincial Federation promotes the following:

1. Requests the Departments of Education and Health provide funds to place and maintain automated external defibrillators in each school across PEI.  
  
Requests the Ministers of Education, Early Learning and Culture and Health and Wellness provide funds and establish a system to ensure that at least 50% of the staff at each school on PEI has current CPR and First Aid training at all times. (2016-05)
2. Requests the ELSB to review its current policy on management of Pediculosis with a health professional making the final decision on a nit-free head check, and Requests the ELSB work with public health nurses or other health professionals to provide training and guidance for parents in the management of Pediculosis, and Collaborates directly with the Minister of Health and Wellness on this issue. (2014-08)
3. Requests the Minister of Education and Early Childhood Development to develop a Minister's Directive requiring parents be informed immediately when any potential health issue has been made known to, or identified by, a School Occupational Health & Safety Committee that impacts children in schools by September 1, 2011, and to  
  
Requests School Boards to develop policy requiring that parents be informed immediately when any potential health issue has been made known to, or identified by, a School Occupational Health & Safety Committee that impacts children in schools by September 1, 2011. (2011-05)
4. Requests the Minister of Transportation and Public Works and the Minister of Justice to petition the courts for stiffer penalties for convictions of impaired drivers. (2000-04) (R/05)
5. To reaffirm its resolution of 1987, 1993 and 1994 urging the Highway Safety Division of the Department of Transportation and Public Works to reinstate the use of two license plates on vehicles so that offending motorists can be more readily identified; and to do the following:
  - i. Reaffirm its resolutions of 1987 and 1990, and urge the Department of Education to require that all buses be equipped or retrofitted with amber lights to give motorists maximum warning of an impending stop by a school bus;

- ii. Requests the Royal Canadian Mounted Police and city police to exercise vigilance in this area, to give investigation of complaints in this area a high priority and to ensure follow-up communications with the school system;
  - iii. Requests the School Districts to promote awareness in this area among all groups;
  - iv. To undertake or increase initiatives to educate the motoring public on proper distributing procedures and on the importance of safe driving near school buses;
  - v. To ensure that all students are oriented each year in safe procedures for boarding and disembarking from buses;
  - vi. To include refreshers, on a regular basis, as part of bus driver in-service regarding proper stopping procedures in order to promote consistent driving practices by driver.
  - vii. To increase penalties to offenders. (1998-08) (Reaffirmed 2003)
6. That the Department of Transportation provides all schools with crosswalks, flashing lights, and crossing guards when necessary. (1991-06) (1993-10) ( Reaffirmed 1998) (Reaffirmed 2003)
  7. Urging the provincial government to increase the public awareness on the safety and regulations regarding the operation of all motorized vehicles such as all-terrain vehicles, personal water-crafts, snowmobiles and motorbikes. (1997-03) (Reaffirmed 2002)
  8. Law enforcement agencies strengthening and enforcing drinking and driving laws and frequent road checks, imposing stiffer penalties for offenses and support to the organizations of MADD and SADD. (1988-07) (Reaffirmed 1997) (Reaffirmed 2002)
  9. A policy being developed by the School Boards so that parent chaperones may accompany students on school trips. (1980-05) (Reaffirmed 1997) (Reaffirmed 2002)
  10. The establishment of "Safe Arrival" programs in all Island schools. (1996-02) (Reaffirmed 2002)
  11. To urge the proper authorities to implement mandatory use of early fire detection systems and that all applicable codes of fire safety be enforced in P.E.I. schools. (1996-01) (Reaffirmed 2002)
  12. To request the Premier, Minister of Transportation, City Police and RCMP to cooperate in a province-wide Public Awareness and Education campaign to alert the public to the safety issues of stopping at crosswalks and paying close attention to crosswalk personnel. (2002-03)
  13. Requesting School Boards to ensure that a complete winter conditions safety plan is acted upon when considering school delays and closures, and circulate this plan to

all Home and School Associations, and requesting School Boards to communicate with the cities of Charlottetown and Summerside about street and sidewalk conditions when deciding on school delays and closures. (2001-05)

14. Support for a health promotion project for bicycle helmet use in the schools and endorse mandatory legislation for C.S.A. approved cycling helmet use to increase the safety of children and youth using bicycles. (Semi-Annual 1995-10) (Reaffirmed 2001)

### **SAFE SCHOOLS**

The Provincial Federation promotes the following:

1. Requests the Minister of Education and Early Childhood Development replace the current “Minister’s Directive for the Acceptable Use Communication and Information Technology,” with a simple statement, to be signed by students and affirmed by parents: I agree to use computers, the Internet and related resources in a manner that will not be contrary to school or school district policy. I will respect these resources and therefore agree not to be involved in any inappropriate activities or visit any web sites that are not approved by the school or the school district.” (2012-04)
2. Safety with regard to cell phone use and to do the following:
  - i. Requests school boards to involve parents in the implementation of a discipline policy for student use of cell phones during school hours that would require parental signatures to retrieve confiscated cell phones, and
  - ii. Requests that the school boards ensure that the existing discipline policies are followed (i.e. detention for offenses, suspension of cell phone use for repeat offenses); and
  - iii. Requests that a zero tolerance policy be put in place by school boards. (2009-03)
3. SCHOOL LOCKDOWN POLICY - Seek to participate in the process of developing and implementing such policies to ensure that they safeguard our children as fully as possible while minimizing any negative impacts on their emotional well-being. (2008-04)
4. Supports a ban on the use of electronic devices during school hours, including enforcement measures such as temporary confiscation and urges the development of school district policies to ban the use of electronic devices during school hours such as cell phones, MP3's, camera phones, Blackberries, and portable digital assistants (PDAs). (2006-05)
5. Supports and is prepared to partner in designing and delivering a provincial awareness and training initiative to educate parents on anti-bullying; and

Urges the Department of Education to move forward with the implementation of its



proposed province-wide *Tell Them From Me* system to enable and encourage children and families to report instances of bullying without fear of reprisals; and

Urges the Department of Education to increase the guidance resources provided to schools in order to better support students affected by bullying and to increase the system's capacity for anti-bullying interventions; and

Urges the Island school districts to increase their emphasis on sustained, long-term, school-wide measures to promote acceptance and to reduce aggression and bullying, and that they review and revise their policies as necessary to strengthen enforcement and increase penalties for offenders. (2006-02)

6. Recognizing all forms of verbal abuse and violence creating a strong support base of recognition and urging the Minister of Education to develop consistent policies in the School Act as related to verbal abuse and violence prevention completing the circle of responsibility with P.E.I. Teachers' Federation and P.E.I. School Boards who have taken responsibility in this area. (1999-01) (Reaffirmed 2005)

## SCHOOL BUS SAFETY

The Provincial Federation promotes the following:

1. Requests that the Minister of Education establish the maximum number of children at various grade levels and sizes allowed to travel safely on a school bus. (2009-02)
2. A strong recommendation to the Department of Transportation to place school bus amber light awareness signs, two facing each direction, in all high traffic areas where school buses stop to pick up students across the province as soon as possible; to add more police patrols to deter violations of school bus safety provisions; and to increase efforts to build media and public awareness of school bus safety. (2003-03)
3. A strong recommendation that the Departments of Education and Transportation implement school bus standee and seating capacity laws for the safety of Island students. (2003-04)
4. To lobby the Minister of Education and Minister of Transportation to legislate the maximum number of students allowed per bus. (1998-01 and 03) (Reaffirmed 2003)
5. To urge all Island School Boards to set up guidelines so that students will spend a reasonable amount of time each day on the bus, not to exceed 45 minutes per trip, except in special circumstances. (1998-02) (Reaffirmed 2003)
6. To seek assurances from the Department of Education and Transportation, that they will review the present procedures for warning and stopping traffic when children are boarding or unloading from buses, with the intent of improving the safety of our children. (2002-02)
7. The Provincial reinstatement of the use of two license plates on vehicles in PEI so that offending motorists can be readily identified. (1987-04) (1993-09) (1994-15) (Reaffirmed 1997) (Reaffirmed 2002)
8. The Department of Education increasing the number of school buses to prevent overcrowding. (1991-05) (Reaffirmed 1997) (Reaffirmed 2002)
9. Making it mandatory that schools conduct regular emergency drills on all school buses. (1989-03) (Reaffirmed 1997) (Reaffirmed 2002)
10. Installation of 2-way radios compatible with the Emergency Measures Organization (EMO) system in all school buses. (1989) (Reaffirmed 1997) (Reaffirmed 2002)
11. A bus driver training course on P.E.I. for regular and substitute drivers. (1987-02) (Reaffirmed 1997) (Reaffirmed 2002)

12. An annual review, by the Ministers of Education and Transportation, of the bussing policy so that the safety of every bussed student is ensured. (1996-SA) (Reaffirmed 2002)
13. Petition all School Boards to adhere to their bussing policy (i.e. "scheduling and operating of the system taking into consideration hazards, potential dangers to students at all appropriate safeguards") and give the bus drivers the right to refuse extra students if there will be overcrowding on any day. (1995-08) (Reaffirmed 2001)

## **XIV MEDIA**

The P.E.I. Home and School Federation recognizes the all pervasive effects of the media and applauds efforts to curb the promotion of excessive sex and violence, especially in media available to children. The Federation acknowledges that the ultimate responsibility in monitoring what their children see and hear lies with the parent.

The Provincial Federation promotes the following:

1. Ensuring television networks monitor early evening programming for our children and youth. (1985-17) (Reaffirmed 1997) (Reaffirmed 2002)

## **XV SCHOOL PREPAREDNESS / SCHOOL ENTRANCE**

The Provincial Federation promotes the following:

1. That the Department of Education invest additional bridging resources in teaching, Reading Recovery, and other resources as needed to ensure that the needs of both these additional students and of previously enrolled students are fully met, and that they are as fully prepared as possible for the remainder of their school experience, and more teachers and materials be added to support additional enrollment. (2008-06)
2. To lobby the provincial Department of Education to incorporate Auditory Processing Testing as a standard part of school entry level screening. (2001-02)

## XVI ROLE OF HOME AND SCHOOL

The P.E.I. Home and School Federation's role is reflected in the School Act under School Council section. Other Federation policies are listed below.

The Provincial Federation promotes the following:

1. Requests that the PEI Home and School Federation increase the existing eight regional directors to ten to align with the family of school boundaries. (2013-03)
  
2. Requests that the Department of Education and Early Childhood Development formalize the communication to the PEI Home and School Federation of which committees are active, which are inactive, and which have been suspended, and  
  
Requests that the Department of Education and Early Childhood Development provide for PEI Home and School Federation representation on all committees, and  
  
Requests that the Department of Education and Early Childhood Development formalize the description of the role of parent representatives so that it is clear to the representatives, to the PEI Home and School Federation, and to other committee members what the parent representative's role is (are they voting members? do they receive copies of the minutes? may the minutes be circulated to parents for consultation? will provision be made to schedule meetings to accommodate parent schedules?) (2013-01)
  
3. Prince Edward Island Home and School Federation Active and Associate Membership is clarified as follows:
  - i. Active membership (voting) in a local Home and School Association shall be open to all parents/guardians of children attending the school.
  - ii. Active membership (voting) shall be open to all teachers, administrators, and staff employed by the school.
  - iii. Associate membership (non-voting) shall be open to those members of the community resident within the school attendance zone, who subscribe to the aims and objectives of the PEI Home and School Federation as defined in its bylaws, and who are not eligible for active membership as defined in clauses (1) and (2). (6/06)
  
4. That the PEI Home and School Federation supports the conclusions and recommendations of the Task Force on Educational Achievement concerning parent engagement; and
  
5. That the PEI Home and School Federation accepts the role and responsibility of leading the development of a strategy to increase parental engagement in children's learning in PEI; and
  
6. That the PEI Home and School Federation urges the Government of PEI to provide

the funding and other resources necessary to successfully carry out this critically important work. (1/06)

7. That the PEI Home and School Federation be authorized to undertake a review of current statutory provisions regarding School Councils, with a view to advocating, as appropriate, for amendments to provincial law which would more accurately reflect the actual role played by the Federation and local Home and School Associations on Prince Edward Island. (2004-01)

## **XVII SCHOOL BOARD ELECTIONS**

The Provincial Federation promotes the following:

1. Requests the Department of Education and the School Boards to change the electoral boundaries as described in the School Act so that each family of schools is represented by two trustees who reside within the boundaries of the family of schools. (1999/06) (Reaffirmed 2005)



## **XVIII SCHOOL CALENDAR**

The P.E.I. Home and School Federation had active input to the School Calendar Review committee (1993). Areas of concern that were addressed by parents were the quantity of time in the classroom and the quality of time spent on all educational endeavors.

The Provincial Federation promotes the following:

1. Periodic reviews of the school calendar. (1982-12) (Reaffirmed 1997) (Reaffirmed 2002)
2. That parents, principals and teachers make full use of the present school calendar year to provide adequate instructional time for students to complete curriculum requirements and that school boards monitor implementation of the school calendar. (1992-10) (Reaffirmed 1997) (Reaffirmed 2002)

## **XIX SCHOOL CLOSURES**

The Provincial Federation promotes the following:

1. Requests the Department of Education and Early Childhood Development, Eastern School District and Western School Board to work cooperatively to implement a consistent process for school rezoning and permanent school closures that seeks input from parents at the start of the process and recognizes the importance of having parents involved in making the decisions that impact their children's' education.  
(2010-04)
2. Urges the Department of Education and the Prince Edward Island School Boards to delay the proposed school closures until the full impact of re-zoning and the introduction of kindergartens into the school system can be carefully and critically analysed, keeping the best interests of the students as the primary consideration.  
(2009-04)

## XX SMOKING PREVENTION

The P.E.I. Home and School Federation is strongly against all children smoking and supports programs that reflect this view.

The Provincial Federation promotes the following:

1. Requests the English Language School Board to adopt and communicate the former Eastern School Board Policy ADC-R: Tobacco Product Usage Ban which prohibits products that 'reasonably resemble tobacco or tobacco products' including e-cigarettes, chewing tobacco and snuff; and (2014-02)
2. Requests the Minister of Health and Wellness to broaden the definition of 'tobacco-related product' in the Tobacco Sales and Access Act to include e-cigarettes, chewing tobacco, snuff and any other products containing or reasonably resembling tobacco or tobacco products. (2014-02)
3. Requests the Minister of Health and the Minister of Education and Early Childhood Development to pledge their commitment to the banning of the sale of flavoured tobacco products; and  
  
Requests the Minister of Health and the Minister of Education and Early Childhood Development to call for amendments to the smoke-free places act to return PEI to a leadership role in protecting our children and youth through tobacco control and health education." (2009-06)
4. Prohibiting students from possessing tobacco on school property and during school sponsored activities. (1990-06/17) (Reaffirmed 1997) (Reaffirmed 2002)
5. Non-smoking programs orientated toward youth. (1986-07) (Reaffirmed 1997) (Reaffirmed 2002)

## XXI SPECIAL EDUCATION TEACHERS

The P.E.I. Home and School Federation believes that, where necessary, specialists and proper equipment should be used to meet the special needs of students.

The Provincial Federation promotes the following:

1. Requests the Minister of Education, Early Learning and Culture and the Public Schools Branch revisit the **former** Minister's Directive on School Libraries (2010) to strengthen its support for school libraries and teacher-librarians, with a commitment to meeting the Directive's staffing allocations based on school enrolment. (2017-06)
2. Requests the Minister of Education and Early Childhood Development and the Minister of Health and Wellness improve access to counseling services in Prince Edward Island schools, with an emphasis on providing proactive programs to support children and youth mental health and wellness in schools and communities; and  
  
Requests the Department of Education and Early Childhood Development to demonstrate its commitment to youth mental health by establishing a target of one School Counsellor for every school and schools with greater than 250 students receive an additional counsellor for every 250 students. (2017-01)
3. To seek assurances that the Department of Education will review requests from the Provincial Audiologist and concerned school administrators and provide classroom sound field FM systems as technological support for students at risk for learning/listening difficulties resulting from poor acoustic environments, mild-moderate hearing loss, fluctuation hearing loss, unilateral hearing loss, cochlear implant users, speech/language delay, attention deficit disorder, central auditory processing disorder, and/or developmental delay. (2/99) (R/05)
4. Requesting the Department of Education to ensure that adequate numbers of Teacher Assistants be made available for students with special needs, whether physical, mental or behavioral. (1998-07) (Reaffirmation 2003)
5. Requests the Department of Education to make available at least one guidance counselor for every two elementary schools. (1991-04) (Reaffirmed 1997) (Reaffirmed 2002)
6. Requests the provision of a speech therapist for all schools with a needs assessment done on a yearly basis. (1990-10) (Reaffirmed 1997) (Reaffirmed 2002)
7. Requests the provision by the Department of Education of trained vocational guidance personnel for each school unit. (62) (64) (Reaffirmed 1997) (Reaffirmed 2002)

8. Requests the Department of Education to introduce Learning Disability Policy which would ensure access to publicly funded Diagnostic Assessment accommodations and services specific to each child's disability. (7/01)

## **XXII STUDENT-TEACHER RATIO**

The P.E.I. Home and School Federation believes that the quality of education is directly affected by the student-teacher ratio. It is important to keep this ratio at optimum numbers. Where younger students are involved, reduced ratios may be required.

The Provincial Federation promotes the following:

1. Requests the Minister of Education and Early Childhood Development to remove administrators, counselors and non-classroom positions from the student-teacher ratio, allowing for a more accurate measure of the teacher-student ratio that exists within the classroom on a daily basis. (2014-03)
2. Urge the Island government to maintain and increase, as deemed necessary by all stakeholders, the resources devoted to staffing and funding of Island education, in order to secure the long-term social and economic benefits for our Island schools. (2005-03)
3. Requests the government to remove administrators (Principals/Vice Principals) from the student-teacher ratio, allowing for full teaching positions to be realized, thereby effectively reducing class size and related stresses occurring from this situation. (2003-01)
4. Requests the government to focus on decreasing class sizes at all levels. (2003-02)
5. Requests the Department of Education, as well as the Prince Edward Island School Boards, to ensure the reduction of class size in all schools in Prince Edward Island is a priority goal for the upcoming school year. (2003-05)
6. Requests the Department of Education to provide the extra funding necessary to keep grade one classrooms from exceeding twenty students. (1998-10) (Reaffirmed 2003)

## **XXIII SUBSTANCE ABUSE (ALCOHOL AND DRUGS)**

The P.E.I. Home and School Federation is concerned about the effects of alcohol and drugs on children and youth, as it affects their education and their health and well-being.

The Provincial Federation promotes the following:

1. The PEI Home and School Federation requests the following:
  - a Peer to Peer Drug Awareness Program to be offered to our students, and
  - the PEI Departments of Education and Health to initiate another comprehensive "drug use" survey of Island youth and release the data to all parents/guardians, and as a follow up provide resources and training for all Intermediate and High School based student services teams in the area of signs of usage and education (First Contact program), and
  - the PEI Departments of Education and Health to establish a consistent presence and personnel from Addictions PEI that is available to the schools in support of this ever-increasing problem. (2013-04)
2. Agencies and groups seeking to create an awareness of the proper use of alcohol and drugs. (1984-05b) (Reaffirmed 1997) (Reaffirmed 2002)
3. Requests the Departments of Education and Early Childhood Development and Health and Wellness to offer a Peer to Peer Drug Awareness Program to be offered to our students, and

Requests the Departments of Education and Early Childhood Development and Health and Wellness to initiate another comprehensive "drug use" survey of Island youth and release the data to all parents/guardians, and as a follow up provide resources and training for all Intermediate and High School based student services teams in the area of signs of usage and education (First Contact program); and

Requests the Departments of Education and Early Childhood Development and Health and Wellness to establish a consistent presence and personnel from Addictions PEI that is available to the schools in support of this ever-increasing problem. (2013-04)

## **XXIV TEACHER TRAINING / EDUCATIONAL ASSISTANTS**

The P.E.I. Home and School Federation believes that well trained teachers are crucial to the education of our children.

The Provincial Federation promotes the following:

1. Requests the Department of Education and Early Childhood Development to ensure that teachers are receiving relevant professional development that can be effectively and immediately introduced in the classroom to increase academic achievement. (2014-04)
2. Requests the Minister of Education and Early Childhood Development and School Boards to actively pursue a better Educational Assistant ratio/formula that will support regular classroom/subject teachers and the rising numbers of identified students with special needs thereby increasing overall success for the inclusive classroom environment. (2011-03)
3. All teachers are trained in Basic First Aid and C.P.R. (1994-09) (Reaffirmed 2000)

## **XXV TECHNOLOGY**

1. Requests the Minister of Education and Early Childhood Development to implement the Technology in Education Strategic Plan now, including the immediate installation of wireless access to all schools, so that P.E.I. students can take advantage of the technological advancements in education to achieve better education outcomes. (2014-05)
  
2. Requests the Minister of Education and Early Childhood Development take steps to:
  - i. Establish a baseline initial survey and then regularly survey parents on the availability of computers and Internet access in the home,
  
  - ii. Provide the results of the survey to the Minister's IT Advisory Committee on Computer Information Technology and directly to parents and educators,
  
  - iii. Requests the Minister's IT Advisory Committee on Computer Information Technology develop guidelines, based on the results of the survey, as to what can reasonably be expected of parents and students as regards technology in the home,
  
  - iv. Take steps to address the "digital divide" between homes with technology, network access and expertise and homes without, ensuring that all Island students have sufficient technology in their homes to allow them to meet curricular goals and expectations.
  
  - v. Community Access Sites continue to be funded so to continue to provide access for families without technology in the home. (2012-06)



## **XXVI TRANSLATION**

1. Requests the Minister of Education and Early Childhood Development to provide funding and/or services to school districts and to local Home and School Associations so that, at schools where, in the opinion of the principal, there is a significant non-English speaking population of parents sharing a given language, the following translation services can be provided:
  - i. Simultaneous translation of local Home and School Association meetings.
  - ii. Translation of local Home and School Association meeting notices, agendas, meeting minutes and financial reports.
  - iii. Translation of key school documents, such as School Development Plans and school handbooks. (2011-06)

## **XXVII VOLUNTEER POLICY FOR SCHOOLS**

The Provincial Federation promotes the following:

1. The PEI Home and School Federation be mandated to carry out research on volunteer policies, and to consult with local associations and with the Eastern School District and the Western School Board to promote development of Board policies which encourage much-needed volunteer involvement while at the same time ensuring the safety and well-being of children. (2007-02)
2. The Eastern and Western School Districts encourage all schools to actively engage volunteers to maximize the effectiveness and reach of parent and community volunteers available to them. (2007-02)

## **XXVIII STUDENT ABSENTEEISM**

1. That the English Language School Board compile and report information annually on absenteeism by school and that Home and School Associations commit to working with school administration and teachers to improve student attendance at school. (2014-07)