Staff Interaction with Students
Administrative Procedure 1.A.35

Board Governance Policy Cross Reference: 2, 3, 16, 17

Legal Reference: *Safe School Charter, Public Schools Act, Education Administration Act, Appropriate Educational Programming Regulations*

Date Adopted: October 2026

Date Amended:

Evergreen School Division expects staff to strive to set the kind of example for students that will serve them well in their own conduct and behaviour and contribute toward a school atmosphere that is friendly and respectful. All employees, volunteers, and members of the public, are expected to model respectful and ethical behaviour in their conduct with students.

Interactions and relationships between staff and students should be based upon mutual respect, trust and an understanding of the appropriate boundaries between adults and students in an educational setting. The educational setting, for the purpose of this procedure, includes approved curricular and co-curricular activities and the transportation of students participating in these activities. It is recognized that staff may participate in interactions outside of the educational setting such as those arising in the course of family or community social functions or activities which include parental supervision or consent. Staff members shall be expected to regard each student as an individual and to accord each the rights and respect due any individual. Students and staff should treat each other with courtesy and consideration.

Staff members are expected to be sensitive to the appearance of impropriety in their conduct with students.

Staff shall discuss with their building administrator or supervisor whenever they are uncertain whether conduct such as in the following examples would be considered a violation of this policy:

- Inviting or allowing students to visit the staff member's home;
- Visiting a student's home, unless on official school business;
- Maintaining personal contact with a student outside of school by telephone, letters or any electronic format, including social media; (beyond homework or other legitimate school business);
- Socializing or spending time with students outside of school-sponsored events except as participants in organized community activities;
- Transporting students to or from home on a regular basis.

The following examples are provided to assist in the understanding of the Division's intent in its expectations of staff when interacting with students. The examples provided are not considered to be all inclusive.

Prohibited Conduct

Examples of unacceptable conduct between staff and students that is expressly prohibited include, but are not limited to, the following:

- Any type of sexual or inappropriate physical contact with students or any other conduct that violates the Harassment Procedure.
- Meeting with a student outside the school grounds without prior notice to the Principal and the student's parents or guardians except for school sponsored activities.
- Singling out a particular student or students for inappropriate personal attention and friendship beyond the usual staff-student relationship.
- A staff member sharing inappropriate personal, family, or work issues beyond the usual staff-student relationship.
- Asking or encouraging students to keep specific information or incidents from their parents.
- Engaging in sexual banter, allusions or innuendo with students.
- Employees must not initiate, maintain, or participate in one-to-one communications with students through personal social media accounts, social networking platforms, private messaging applications, texting, or any messaging features embedded within such platforms.
- Employees must not add, follow, subscribe to, connect with, or otherwise engage with students through personal social media accounts where direct or private communication is possible.
- Communications between employees and students regarding educational programming, extracurricular activities, student support, or other school-related matters must occur only through approved and monitored online communication platforms.
- School divisions and schools must establish clear expectations for employees regarding the appropriate use of digital communication tools, social media, and online platforms.
- Policies are to apply both during and outside of the school day, noting that communications outside of the school day should be limited to the greatest extent possible.
- Appropriate exceptions may be authorized in unique circumstances where necessary to support student safety, accessibility, well-being, or learning needs, provided that such communication is pre-approved by school

administration and parents and caregivers are included in the communication or advised of it.

- School divisions and districts and schools must ensure that employees, students, and families are informed of these expectations and understand the importance of maintaining professional boundaries in online environments.
- School divisions/districts can provide exceptions where there are existing family or personal relationships.

Violation of this procedure will lead to discipline up to and including termination.

Reporting Violations

Students and/or their parents/guardians are strongly encouraged to notify the Principal or Superintendent if they believe a staff member may have engaged or is engaging in conduct that may violate this policy.

Any employee, who has reason to believe that another employee is inappropriately involved with a student, as described above, is required to report this information to the appropriate authorities.

An employee who fails to inform the appropriate authorities, Principal or Superintendent of a suspected inappropriate relationship between an employee and a student may be subject to disciplinary action. Violations involving sexual or other abuse will also result in referral to the RCMP and/or Child and Family Services.