The Rocky View School Division (RVS) is responsible for supervision of students while students are in the care of RVS (Administrative Procedure AP310). As outlined in Administrative Procedure AP330, Student attendance is the responsibility of the parent/guardian, the student and the teacher.

This form is used by schools within RVS that operate as a closed campus. A closed campus is one that does not allow students to leave school grounds (campus) during lunch without express parent/guardian consent. This form will permit a student to leave a closed campus only during the scheduled lunch break and does not permit a student to leave campus at any other time in the school day when the student would normally be expected to be on campus.

When off campus, students may be exposed to all risks and dangers that exist in the community in which the school is located, including, but not limited to:

* exposure to the members of the public;
* slips, trips or falls;
* roads and other traffic hazards; and
* inability to obtain assistance quickly.

Students that are permitted to leave campus during lunch:

* will not be under the care or supervision of RVS, its staff, employees, or agents while off school grounds;
* will be solely responsible for their own well being;
* will be solely responsible for ensuring they punctually return to campus for afternoon attendance;
* are expected to adhere to the student code of conduct and school rules;
* must act in a manner that respects the surrounding community and members of the public that the student may encounter while off campus during lunch;
* may be subject to discipline for off campus misconduct; and
* will need to sign out, and back in, at the office when leaving and coming back to the campus.

It is the responsibility of each student’s parent/guardian, or the Independent Student\*, to ensure that the student:

* understands their responsibility to return to school on time;
* understands the risks that they may encounter in the broader community while off campus at lunch;
* understands their responsibility to care for their own wellbeing while off campus;
* understands their responsibility to be respectful of private property and members of the public in the surrounding community; and
* is capable of conducting themselves in a safe, reasonable, and respectful manner while off campus for lunch.

***RVS does not assume any responsibility for actions, harm, injury, or any occurrences that might give rise to any liabilities that occur while students are off campus during lunch.*** While Students are off campus during lunch, RVS will not provide any supervision or take any action to limit where the students travel to, with whom the students associate or interact, or what the students do. RVS reserves the right to revoke any student’s authorization to leave campus during lunch, should concerns around attendance or students’ health and well-being arise. School attendance is taken twice a day and if the student does not return from lunch, or returns late, the Parent/Guardian will receive an automated attendance call from the school.

Parents/Guardians, or Independent Student\*, must consent and agree to the terms and conditions outlined above and the agreement below before the student will be able to leave the school campus.

|  |
| --- |
| I,      , the Parent/Guardian or Independent Student, acknowledge, accept, and agree that:* the student leaving the school grounds at lunch time has inherent risks, dangers, and hazards;
* this is a binding legal agreement;
* I have read and understood the terms of this agreement;
* prior to entering this agreement, I have either sought legal advice or have voluntarily and consciously decided against seeking legal advice;
* I am entering this agreement freely and voluntarily;
* I understand that I will be solely responsible (including financially responsible) for any loss of or damage to property or reputation, injury, or personal financial loss resulting from the student’s conduct while off of the campus during lunch;
* I hereby indemnify RVS, its elected trustees, employees, servants, agents and insurers against all liability for any loss resulting from the student leaving campus or from the student’s actions while off of campus at lunch;
* I am not relying on any oral or written statements made by RVS or its agents, whether in a brochure, advertisement, or in individual conversations, that supplement the terms set out in this agreement;
* my decision to allow the student to leave campus during lunch is based solely on the information and terms set out in this agreement;
* the terms of this agreement are intended to be as broad and inclusive as is permitted by law;
* if any provisions of this agreement are invalid or unenforceable these provisions shall be severed from the agreement and the remaining provisions shall continue in full force and effect;

I am the Parent/Guardian of the student named below, or an Independent Student; and I have full legal authority to authorize the student to leave school grounds during lunch.  |
| Name of Student:       |
| Student Grade:       |
| Name of Parent/Guardian *(please print):*       |
| Signature of Parent/Guardian or Independent Student:  |

*\*Independent Student as defined in AP303*

*The information on this form is being collected pursuant to the Education Act and the Freedom of Information and Protection of Privacy Act. Questions concerning its collection or use can be directed to Rocky View Schools FOIP Coordinator, the Associate Superintendent of Business and Operations, by calling 403.945.4000 or by e-mail (**busops@rockyview.ab.ca**). This information will be retained in accordance with Rocky View Schools procedures for one year unless there is an incident in which case the form will be retained for birth plus 28 years.*

*Reference:*

* AP330 – Student Attendance
* AP310 – Student Supervision
* AP303 – Independent Students