



POLICY SECTION: SAFE SCHOOLS
SUB-SECTION:
POLICY NAME: FRESH START
POLICY NO: S.S. 12

Date Approved: March 26, 2008- Board	Date of Next Review: September 2020	Dates of Amendments: August 25, 2016-Board October 2018
Cross References: S.S. 01 Suspension and Expulsion Policy S.S. 04 Access to School Premises S.S. 13 Victim’s Rights Policy <i>Education Act Part XIII, Behaviour, Discipline and Safety</i> Regulation 474/00, Education Act <i>Program/Policy Memorandum 145, Progressive Discipline and Promoting Positive Student Behaviour</i> “A Guide to Ontario Legislation Covering the Release of Students’ Personal Information” (Privacy Commissioner) <i>Occupational Health and Safety Act</i>		
Appendix: A: Elementary Fresh Start Package B: Secondary Fresh Start Package C: Fresh Start Appeal Package		

Purpose

This Policy affirms the need for students to feel safe at school and to provide successful transitions for those students subject to a Fresh Start. All Fresh Starts will be facilitated with a balanced approach that incorporates fairness and equity. Successful Fresh Start transitions will promote safe and positive learning environments which are essential for student achievement and well-being.

Scope and Responsibility

The policy extends to all students of the TCDSB and assigns specific duties to principals and employees of the board to ensure compliance with the policy and legislation. The Director of Education, the Superintendent of Safe Schools, and school principals are responsible for this policy.



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Alignment with MYSP

Living Our Catholic values

Strengthening Public Confidence

Fostering Student Achievement and Well-Being

Policy

The TCDSB is committed to ensuring that all schools focus on the building of ~~healthy relationships, and~~ a safe, inclusive, and accepting learning environment rooted in the Ontario Catholic Graduate Expectations. **The purpose of this policy is to ensure that students and staff feel safe at school and that students who are subject to a Fresh Start are provided with a successful transition. A Fresh Start is a non-disciplinary administrative transfer to a new school to preserve school safety.**

~~A positive school climate is established when all aspects of the Code of Conduct Policy are respected. Successful transitions are predicated on fairness and equity and respect the social, spiritual, emotional and academic needs of all students. Guidelines and procedures are provided to students, parents, guardians and principals to ensure that all processes and outcomes are fair, equitable, and just.~~

Regulations

Secondary Panel:

- ~~1. All Fresh Starts will be coordinated by the principal of Monsignor Fraser College, St. Martin Campus (formerly the A.P.P.L.E. program).~~
- ~~2. All requests for Fresh Starts will be considered for approval by the superintendent of the school the student (initially) attends.~~
- ~~3. The Fresh Start administrator will decide the new location for a student based on the following criteria:
 - ~~a. Proximity to new school and change of home address.~~~~

- ~~b. Fair and equitable distribution of fresh start students~~
 - ~~c. Police or court order and conditions of bail or release~~
 - ~~d. Presence of student or staff victim or known potential conflict~~
 - ~~e. Charges dropped or pending~~
 - ~~f. Previous fresh starts and transfers~~
 - ~~g. Presence of academic and support staff~~
- ~~4. The sending Principal must notify the student and parent/guardian (if student is a minor) that a Fresh Start transition is being arranged. The sending Principal will also inform them of the new school information and the obligation of social work follow up as part of the process. The sending principal will also ensure that the *Fresh Start Acknowledgement Letter* and *Record of Fresh Start* documents are completed and filed accordingly.~~
 - ~~5. The Receiving School will receive email from the Monsignor Fraser College, St. Martin Campus Administrator with all pertinent information including but not limited to a Credit Counselling Summary and details related to the reason for transition.~~
 - ~~6. The Receiving School will reply to the Monsignor Fraser College, St. Martin Campus Administrator that a timetable will be produced to accommodate the best possible fit.~~
 - ~~7. The receiving school principal will contact the student and parents for an intake meeting. The receiving school principal will ensure that the Ontario Student Record (OSR) is at the receiving school before the intake meeting.~~
 - ~~8. At the intake meeting school regulations and expectations will be covered before placing the student in the new school. The mandatory social work follow up will be initiated at this meeting if a social work referral does not already exist. Additional supports and resources will be addressed, where applicable.~~
 - ~~9. Prior to the student starting class, a local school based meeting will be held where teachers and other school staff that will have regular direct contact with the student will be provided with relevant information and appropriate strategies.~~

- ~~10. The receiving principal will ensure that the necessary academic, support staff and social work supports, including a *Transition Plan*, are in place, and that there is documentation to support this, including a checklist of critical documentation and steps.~~
- ~~11. The receiving principal will ensure that appropriate staff are advised in accordance with the *Occupational Health and Safety Act* (OHSA) requirements. Specifically, the Board recognizes Section 32.0.5(3) of the OHSA which states the employer's "duty to provide information, including personal information, related to a risk of workplace violence from a person with a history of violent behaviour if, (a) the worker can be expected to encounter that person in the course of his or her work; and (b) the risk of workplace violence is likely to expose the worker to physical injury."~~
- ~~12. If a student is Fresh Started more than once or was previously expelled, the student and the parent(s)/guardian(s) must meet with the area superintendent and/or Monsignor Fraser College, St. Martin Campus Administrator prior to transitioning to the new school placement.~~
- ~~13. The Fresh Start Administrator will keep central files of all moves covered by this section of the policy.~~
- ~~14. If a student is Fresh Started immediately preceding the end of a semester the sending principal will facilitate credit completion at the home school, the Fresh Start Administrator will keep central files of all moves covered by this section of the policy.~~

Elementary Panel:

- ~~1. All Fresh Starts will be coordinated by the Superintendent of the school currently attended by the student.~~
- ~~2. The Superintendent will decide the new location for a student based on the following criteria:
 - ~~a. Proximity to new school and change of home address~~~~

- ~~b. Fair and equitable distribution of fresh start students~~
 - ~~c. Police or court order and conditions of bail or release~~
 - ~~d. Presence of student or staff victim or known potential conflict~~
 - ~~e. Charges dropped or pending~~
 - ~~f. Previous fresh starts and transfers~~
 - ~~g. Presence of academic, CYW, special education and social work program~~
- ~~3. The Superintendent of the school currently attended by the student will contact the student and parent(s)/guardian(s) to inform them of the new school information and the obligation of social work follow up as part of the process. The Superintendent of the school currently attended by the student will also provide the Safe Schools Officer with details related to the Fresh Start. Safe Schools Officer will inform Monsignor Fraser College, St. Martin Campus Administrator.~~
 - ~~4. The sending principal will ensure that the *Fresh Start Acknowledgement Letter* and *Record of Fresh Start* documents are completed and filed accordingly.~~
 - ~~5. The receiving school principal will contact the student and parents for an intake meeting. The receiving school principal will ensure that the Ontario Student Record (OSR) is at the receiving school before the intake meeting.~~
 - ~~6. At the intake meeting school regulations and expectations will be covered before placing the student in the new school. The mandatory social work follow up will be initiated at this meeting if a social work referral does not already exist. Additional supports and resources will be addressed, where applicable.~~
 - ~~7. Prior to the student starting class, a local school based meeting will be held where teachers and other school staff that will have regular direct contact with the student will be provided with relevant information and appropriate strategies.~~
 - ~~8. The receiving principal will ensure that the necessary academic, support staff and social work supports, including a *Transition Plan*, are in place, and that~~

~~there is documentation to support this, including a checklist of critical documentation and steps.~~

- ~~9. The receiving principal will ensure that appropriate staff are advised in accordance with the *Occupational Health and Safety Act*. Specifically, the Board recognizes Section 32.0.5(3) of the OHSA which states the employer's "duty to provide information, including personal information, related to a risk of workplace violence from a person with a history of violent behaviour if, (a) the worker can be expected to encounter that person in the course of his or her work; and (b) the risk of workplace violence is likely to expose the worker to physical injury."~~
- ~~10. The Superintendent with responsibility for Safe Schools will keep files of all moves covered by this section of the policy.~~

1. A Fresh Start is a non-disciplinary administrative transfer to a new school to preserve student and staff safety while at school or school related events. A Fresh Start may not be imposed as a form of discipline.

2. Fresh Starts can be imposed:

- a. in response to TCDSB Victims' Rights Policy (S.S.13);
- b. to assist the student with an undertaking or conditions agreed to by the student and/or student's parent/legal guardian; or
- c. in other circumstances to preserve school safety as approved by the superintendent of the student's school.

3. The *Education Act* provides that a student has the right to attend a school, but not the right to attend a particular school. When deciding on the new school location for a student, the following criteria will be considered:

- a. Distance from student's home to the new school;
- b. Availability of academic and social-emotional supports at the new school;
- c. Undertaking or conditions agreed to by the student and/or student's parent/legal guardian;
- d. Fair and equitable distribution of fresh start students amongst the schools of the Board;
- e. Previous school transfers of the Fresh Start Student;
- f. Presence of student or staff who were previously the victim of, or in conflict with, the Fresh Start Student;

4. A parent/guardian (or an adult student/student who has withdrawn from parental control) shall have the right to file an appeal of the fresh start decision as outlined in Appendix C hereto. The fresh start appeal must be filed in writing, within three (3) school days of receiving written notice of the fresh start, using the Notice of Intention to Appeal a Fresh Start Form and by sending this Form to the Safe Schools Officer.

Evaluation and Metrics

The effectiveness of the policy will ~~be determined by monitoring the following:~~
~~Safe Schools metrics will be shared by staff~~ **be reported to the Trustees** in the annual Safe Schools Report. ~~to Trustees.~~