

<p><b>Safety and Emergency Measures</b> <b>10310</b></p> <hr/> <p>Unscheduled Student Dismissal</p>	<b>Administrative Application</b>	
	<b>Last Reviewed / Approved on:</b>	December 18, 2018
	<b>References:</b>	RCSD Emergency Response Guide for School Administrators Policy 12 – Role of the Director
	<b>Status:</b>	Operational

**Preamble**

In the event of physical plant breakdown or any other condition that may jeopardize the safety of students or staff, the principal is authorized to dismiss students from school in accordance with the Regina Catholic School Division (RCSD) *Emergency Response Guide for School Administrators*.

**Application**

1. Principals shall develop procedures for the unscheduled dismissal of students in the event of physical plant breakdown or any other condition that may jeopardize the safety of students or staff.
2. Principals shall advise and inform parents, staff and students of the procedures for unscheduled dismissal.
3. When the procedures for each school have been established, a copy of the procedures shall be filed with the designated Superintendent and with the Transportation Officer.