



GARDE SCOLAIRE L'ANSE-AU-SABLE
675 Chemin Lequime
Kelowna, C.-B. V1W 1A3
Téléphone : 764-2771 Télécopie : 764-2772

Safe Release of Children

The staff at Garde scolaire l'Anse-au-sable understands that the policy set out below may be subject to last minute change in order to comply with the health and safety regulations of the Province.

Guidelines

Anyone picking up a child from *Garde scolaire l'Anse-au-sable* who is not a parent or guardian of the child must be authorized by the parent to do so. Parents will provide authorization in writing on the child's registration form. Individuals authorized to collect a child who are unknown to *Garde scolaire l'Anse-au-sable* staff must be able to provide identification.

Alternately, in an emergency, parents or guardians can advise *Garde scolaire l'Anse-au-sable* staff in person or on the telephone if someone other than the parent or guardian will pick up the child. The individual authorized to collect a child in this case of emergency must be able to provide identification.

It is the parent's responsibility to inform anyone collecting a child of these procedures. If anyone comes to pick up a child who has not been authorized, *Garde scolaire l'Anse-au-sable* staff will not release the child.

If the parent or person picking up the child does not appear to be capable of providing safe care, before releasing the child, staff will discuss safe options, offer to call an emergency contact to assist and ensure the safety of the child, or call the appropriate authorities if necessary.

If the person picking up the child does not arrive for the child, staff will keep the child with them on the premises and attempt to reach the parents or guardian. When this is not possible, staff will call the emergency contact persons or other authorized persons to pick up the child.

Alternative Pick-up:

Families must tell the staff if a child is to be picked up by another person who is on the registration form. If an emergency happens during the day, the family can call the staff and tell them of another authorized person who will pick up the child. If an unauthorized person arrives to pick up the child, the staff will not release the child and will stay with the child until the parent or guardian is reached. The parent or guardian will be reminded of the pick-up guidelines. If there are any problems, all reasonable efforts will be made to ensure the safety of the child, other children and the staff. The staff, if necessary, may need to call the appropriate authorities for assistance.

Alleged Impaired Authorized pick-up

It is the staff's legal responsibility, to the extent that it is possible, to ensure the safety of all children.

If a parent/guardian is driving a vehicle and it seems like (s)he is unable to care for the child – staff will explain that driving in a state of impairment is unsafe. If the presumed impaired parent/guardian chooses to get into the vehicle with the child and drive away, staff will immediately notify the police. Staff is required to notify Management, and if it is deemed the child is in need of protection the Emergency Services of the Ministry of Children and Family Development will also be contacted. The staff will record this in the child's files. Should this happen again, a team meeting (with parent or guardian) will be called to discuss solutions. Children will not be sent home by taxis, nor will they be driven home by staff. If the child is being picked up by an authorized person who seems impaired, the child will not be released and the staff will attempt to reach the parents/guardians or an emergency contact.