

## Supervision of Students

Teachers are responsible for the safety and welfare of all students assigned to them during the school day. Students are not to leave a classroom without the permission of the teacher and teachers are not to leave a class unattended except in an emergency.

Residential Houseparents are responsible for the safety and welfare of all students in their cottage during their shift. Program procedures for proper supervision will be followed at all times.

No student activity is to be conducted under sponsorship of the school without prior authorization and proper supervision at all times.

Only properly trained and authorized staff can assume student supervisory responsibilities.

The administration will make employee assignments that will best provide for the full and proper supervision for students at all times, whether in the classroom, in the residence, or on activity outings.