

TOWN OF FORT FRANCES

Community Services Executive Committee

AGENDA - September 18, 2017 10:30 AM

MEETING - Memorial Sports Centre - '52 Canadians Meeting Room

	Page
1. <u>CALL TO ORDER (Session #052)</u>	
2. <u>APPROVAL OF AGENDA (Call for non-agenda items)</u>	
3. <u>DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF</u>	
4. <u>APPROVAL OF PREVIOUS COMMITTEE MINUTES</u>	
4.1 Community Services Executive Committee - September 5, 2017	2 - 3
5. <u>ITEMS REFERRED FROM COUNCIL</u>	
5.1 Montreal Canadians Alumni Hockey Tour	4 - 6
5.2 Municipal Alcohol Policy	7 - 13
6. <u>NEW BUSINESS</u>	
6.1 Children's Complex Policies - 1) Parent Code of Conduct, 2) Children's Code of Conduct	14 - 20
6.2 Memorandum of Understanding with Fort Frances High School - Lockers in IFK	21 - 22
7. <u>NON-AGENDA ITEMS</u>	
8. <u>INFORMATION</u>	
8.1 Next Meeting Date - October 2, 2017	
9. <u>CLOSING</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #051

September 5, 2017

This meeting of Community Services Executive Committee of the Town of Fort Frances was held in the Memorial Sports Centre - '52 Canadians Meeting Room on September 5, 2017 from 10:30 a.m. to 11:18 a.m.

PRESENT: Wendy Brunetta - Chairperson, John Albanese - Councillor, Doug Kitowski - Councillor, Roy Avis - Mayor, Doug Brown - CAO, Jason Kabel - Community Services Division Manager

1 CALL TO ORDER (Session #051)

The meeting was called to order by the chair, W. Brunetta, at 10:33 a.m.

2 APPROVAL OF AGENDA (Call for non-agenda items)

3 DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

- NIL

4 APPROVAL OF PREVIOUS COMMITTEE MINUTES

4.1 Community Services Executive Committee - August 8, 2017
as circulated.

- Approved

5 IN-CAMERA

- NIL

6 ITEMS REFERRED FROM COUNCIL

- NIL

7 NEW BUSINESS

7.1 Fort Frances High School Hockey Academy - The Community Services Executive Committee recommends to Mayor and Council to endorse the arrangement with the Fort Frances High School Hockey Academy to operate at Memorial Sports Centre with a Memorandum of Understanding (MOU) forthcoming.

7.2 Memorial Sport Centre Facility Use - Air Cadets - The Community Services Executive Committee agreed that there would not be a rental charge imposed for the auditorium meeting space currently occupied by the 908 Air Cadets and that if the facility needs require use of the storage space than to work with the Air Cadets for arrangements.

**8 NON-AGENDA ITEMS
- NIL**

9 INFORMATION

9.1 Next Meeting Date - September 18, 2017

10 CLOSING

There being no further matters before the committee at this time, the meeting was closed at 11:18 a.m.

W. Brunetta, Executive Committee Chair

J. Kabel, Community Services Division Manager

REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: September 14, 2017

RE: Montreal Canadians Alumni Hockey Tour

At the regular meeting of Council on Monday September 11th, 2017, the attached request received August 28th, 2017 from B. Da Silva, Sports Coordinator, Montreal Canadiens Alumni Hockey Tour re: Canadiens Alumni Charity Hockey Game -February 24th, 2017 Sponsorship Opportunities was referred to the Administration and Finance Executive Committee for recommendation with input from the Community Services Executive Committee.

The request is as follows:

The Montreal Canadiens Alumni are looking for an association to work with to organise a charity hockey game featuring our Canadiens Alumni in Fort Frances on February 24th. Attached you will find a planning guide which gives you an idea of the events that we provide. The cost of hosting a game is 18,500\$ plus taxes and hotel accommodations however as you can see in the planning guide, the potential revenue is significant. With the help of a couple sponsors, a large success is highly likely for your community.

Here are some examples;

- VIP section behind the players bench, meet and greet with the players before or after the game, etc...) You can sell 200 tickets X \$75.00 = \$15,000.00
- 2 'Thrill of a lifetime' super fans that come and play with the Montreal Canadiens Alumni team. You can sell those for \$1,500.00 each player = \$3,000.00
- 1 Coach for the Montreal Canadiens Alumni team = \$750.00
- Build your local team; 22 players that will pay (and encourage your charity) to play against their hockey heroes. Your team of 22 players X \$200.00 = \$4,400.00


You have raised \$23,150.00 and have not sold one ticket to the general public yet.

If you would be interested in hosting a fundraiser of this type or have any questions regarding our charity hockey games, please respond to this email or give me a call at 1-514-925-4364.

RECOMMENDATION

Provide input to the Administration & Finance Executive Committee.

Respectfully Submitted,



Jason Kabel

Lisa Slomke

From: Kathy Lawson
Sent: Monday, August 28, 2017 1:00 PM
To: Lisa Slomke
Subject: Montreal Canadiens Alumni Hockey Tour

From: Kathy Lawson
Sent: August-28-17 12:59 PM
To: 'Da Silva, Brian' <BrDaSilva@Canadiens.com>
Subject: RE: Montreal Canadiens Alumni Hockey Tour

Good Afternoon Mr. Da Silva:

Thank you for your request. I will be forwarding it to the next meeting of Council dated for September 11th, 2017 at which time Council will refer it to the appropriate executive committee(s) for their deliberations and recommendations.

The Clerk's Office will undertake to correspond with your office post meeting(s) to advise you of Council's decisions.

Best regards,

Kathryn Lawson, Deputy Clerk
Phone - 807-274-5323 ext 1212
fax - 807-274-8479
klawson@fortfrances.ca

From: Da Silva, Brian [<mailto:BrDaSilva@Canadiens.com>]
Sent: August-28-17 11:36 AM
To: Kathy Lawson <klawson@fortfrances.ca>
Subject: Montreal Canadiens Alumni Hockey Tour

Hello Ms. Lawson,

Thank you taking the time to speak with me today.

The Montreal Canadiens Alumni are looking for an association to work with to organise a charity hockey game featuring our Canadiens Alumni in Fort Frances on February 24th.

Attached you will find a planning guide which gives you an idea of the events that we provide. The cost of hosting a game is 18,500\$ plus taxes and hotel accommodations however as you can see in the planning guide, the potential revenue is significant. With the help of a couple sponsors, a large success is highly likely for your community.

Here are some examples;

- VIP section behind the players bench, meet and greet with the players before or after the game, etc...) You can sell 200 tickets X \$75.00 = \$15,000.00

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You have raised \$23,150.00 and have not sold one ticket to the general public yet.

If you would be interested in hosting a fundraiser of this type or have any questions regarding our charity hockey games, please respond to this email or give me a call at 1-514-925-4364.

Thank you for considering our event,



BRIAN DA SILVA

Coordonnateur ventes et événements, Anciens Canadiens
Sports Coordinator – sales and events, Canadiens Alumni / Sports
Club de hockey Canadien, Inc.
T (514) 925-4364

     **CANADIENSMTL**

REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: September 14, 2017

RE: Municipal Alcohol Policy – Northwestern Health Unit Recommendation

Preamble

At their regular meeting on September 11, 2017, Council received a presentation from Dr. Kit Young-Hoon regarding alcohol consumption in the Northwest and the Town's current Municipal Alcohol Policy (MAP). The following were recommendations that were presented for Council to consider:

NWHU recommendations for municipal action on alcohol use based on best-practice evidence, as well community and partner input, the NWHU recommends that municipalities:

- Work with the health unit to update Municipal Alcohol Policies (MAPs), add their policy to the Municipal Alcohol Policy Repository, and educate communities on the importance of MAPs.
- Support the health unit's work to educate the public and provide skill-building activities related to:
 - The health harms of alcohol use through awareness campaigns such as Rethink Your Drinking;
 - The harms associated with underage drinking and the provision of alcohol to minors through local partnerships and campaigns; and,
 - Canada's Low-risk Alcohol Drinking Guidelines and encouraging drinking in moderation.
- Promote, encourage and host family friendly events in our communities that do not include alcohol.
- Educating the public and community groups/coalitions on the benefits of stricter controls on alcohol availability and marketing

The Community Services Division has been in contact with the Northwestern Health unit in this regard and they would like to arrange meetings in the coming weeks to work collaboratively to produce a more robust Municipal Alcohol Policy for Council's consideration.

Recommendation

Offer suggestions/recommendations on the attached policy for revision.

Respectfully Submitted,



Jason Kabel

<i>The Town of Fort Frances</i>	SECTION
<u>Alcohol Policy</u>	COMMUNITY SERVICES
<u>POLICY</u>	REVISED
	February 1995
Resolution No.	Supercedes Resolution No.
Policy Number 2.1	PAGE 1 of 6

1. POLICY STATEMENT

The Town of Fort Frances offers a variety of recreational and social opportunities to residents and visitors alike. In order to ensure that as many people as possible can enjoy our facility in a manner that ensures the health and safety of the participants and the protection of municipal property, a policy for the orderly use of alcohol during events and functions has been developed.

2. OBJECTIVES

- A. To encourage and reinforce responsible, moderate drinking practices for consumers through development of appropriate operational procedures, controls, training and education.
- B. To provide a balance of wet and dry facilities and programs in order to ensure that consumers, abstainers, adults, youth and families will be adequately serviced and protected.
- C. To ensure proper supervision and proper operation of Special Occasion Permit events in order to protect the organizers, the participating public, volunteers, the Corporation and its staff from liability by providing education in prevention and intervention techniques and through effective management procedures.
- D. To ensure compliance to L.L.B.O. Legislature to Special Occasion Permit.

3. MUNICIPAL FACILITIES ELIGIBLE FOR SPECIAL OCCASION PERMITS

- A. Arena Auditorium
- B. Arena Main Floor when ice is out (Lakers request for ice in)
- C. East End Hall
- D. West End Hall
- E. Museum
- F. Library
- G. Civic Centre: Council Chambers
- H. Committee Room

- I. Airport Grounds
- J. Waterfront: Sorting Gap Marina
- K. Additional Municipal Properties as designated appropriate by Council.

4. MUNICIPAL FACILITIES NOT ELIGIBLE FOR SPECIAL OCCASION PERMITS OR ALCOHOL CONSUMPTION

- A. Sportsplex Memorial Sports Centre
- B. Outdoor Sportsplex (St. Francis Site) St. Francis Sports Fields
- C. Arena and Sportsplex Sports Centre Grounds
- D. Pither's Point Park
- E. Arena: A. Seating Area (Lakers request)
- F. Change Rooms
- G. Street Dance
- H. Sister Kennedy Centre

5. SIGNS

That the following signs be prominently displayed in special occasion designated facilities (size if sign 24" x 24")

STATE OF INTOXICATION

OUR SERVERS ARE REQUIRED BY LAW NOT TO SERVE AN INTOXICATED PERSON OR TO SERVE ANYONE TO THE POINT OF INTOXICATION. WE ARE PLEASED TO PROVIDE NON-ALCOHOLIC BEVERAGES.

6. SERVER TRAINING

In order to rent a municipal facility, the sponsor must demonstrate to the facility representative that a minimum of 50% of event workers and 100% of event servers have attended the addiction research foundation server intervention program and have been trained in responsible serving techniques. The Smart Serve Responsible Alcohol Beverage Service Training Program is approved by the Alcohol and Gaming Commission of Ontario (AGCO) as a server training program for the Ontario hospitality industry.

7. PROVIDE NON-ALCOHOLIC BEVERAGES

In order to be eligible to rent a municipal facility, the sponsor must demonstrate to the satisfaction of the facility representative that a quantity of non-alcoholic beverages by displayed and available.

8. CONTROLS

In order to be eligible to rent a municipal facility for a special occasion permit event, the sponsor must demonstrate to the satisfaction of the facility representative that the alcohol management policy is understood, that the regulations will be strictly observed and that sufficient controls are in place which will assist in enduring compliance with the policy.

- A. The event sponsor must obtain a Special Occasion Permit from the Liquor Licence Board of Ontario and must show proof of this to the facility representative prior to the event.
- B. The main entrance will be monitored by a minimum of two people 19 years of age or over.
- C. The only acceptable form of identification will be an age of majority card or a Driver's Licence with photo.
- D. The person who signs the Special Occasion Permit Application and the Rental Agreement must attend the event and be responsible for making decisions regarding the operation of the event.
- E. The event sponsor and facility staff must ensure that the physical setting is safe for both drinkers and non-drinkers.
- F. The event sponsor and facility staff, when available, must use a reasonable amount of force to prevent patrons from engaging in activities that can harm themselves or others i.e.: fighting, brawling
- G. All exits must be supervised.
- H. A floor supervisor will be available upon request to ticket sellers who require assistance in managing a person who is refused a sale.
- I. All event workers must refrain from consuming alcohol immediately prior to and during their shift.
- J. Where appropriate, specific procedures regarding serving practices, purchase of soft drinks and containers must be adhered to. Facility procedures will be provided to the SOP applicant.
- K. Marketing practices, which encourage increased consumption, such as oversize drinks, double shots of spirits, drinking contests, and volume discounts are not permitted.
- L. A minimum of two people will be designated to sell tickets and tickets will not be sold after 12:30 a.m.
- M. There will be no last call.
- N. A no sale event must have trained servers and floor supervisors.
- O. All event workers must wear highly visual identification provided by the permit holder i.e. T-shirts, hats, name tags

- P. Whenever possible, police will be notified by the permit holder or their representative of a potentially risky situation before the situation is out of control.
- Q. The bar area will close after the last patron has been served beyond 12:30 a.m. and no later than 1:00 a.m.
- R. All entertainment must be completed by 1:30 a.m.
- S. Facility seating capacity must be strictly adhered to.
- T. Patrons must vacate facilities by 1:30 a.m.
- U. The permit holder will provide sufficient amount of staff to maintain service and security.
- V. Groups who fail to comply with the Municipal Alcohol Policy are subject to the following consequence: That the said organization is not allowed to rent a Town Facility for a minimum period of 12 months.
- W. Patrons indicating they wish to submit pre-purchased alcohol tickets for a full refund will have the option to do so.
- X. The Municipality may report any infractions to legal authorities whenever they believe such action is required
- Y. Only beer, wine and spirits purchased on the permit may be sold on the premises.

9. INSURANCE

The sponsor(s) of a special occasion permit event being held in a municipal owned facility must be required to provide proof of a minimum of \$1,000,000 Third Party Liability Insurance.

10. SAFE TRANSPORTATION

Prior to receiving rental privileges of municipal facilities for special occasion permit functions, event sponsors shall be required to demonstrate to the satisfaction of the facility representative that a safe transportation strategy will be implemented, including a designated driver program combined with additional alternative home transportation options (to prevent intoxicated participants from driving).

11. POLICY REVIEW

The Municipal alcohol Policy will be reviewed by the Community Service Advisory Committee in one year's time and recommendations made to Council.

APPENDIX “A” - GUIDELINES FOR SPECIAL OCCASION PERMIT HOLDERS

As the contact person for a Special Occasion Permit, you and your group can be held liable for injuries and damages arising from failure to adhere to the Liquor Act of Ontario. These infractions include serving someone to intoxication, serving someone who is already intoxicated, serving minors, and failing to prevent impaired individuals from driving. In order to reduce your group’s risk of liability, the following guidelines must be followed.

1. The event sponsor must provide a list of event workers to the facility representative at least two days prior to the event along with each worker’s S.I.P. registration number.
2. The event sponsor must obtain a Special Occasion Permit from the Liquor Licence Board of Ontario and must show proof of this to the facility representative at least five (5) days prior to the event.
3. The main entrance will be monitored by a minimum of two people 19 years of age or over.
4. The only acceptable form of identification will be an age of majority card or a Driver’s Licence with photo.
5. The person who signs the Special Occasion Permit Application and the Rental Agreement must attend the event and be responsible for making decisions regarding the operation of the event.
6. The event sponsor is responsible for decision-making during the event and therefore must refrain from consuming alcohol while the event is in progress.
7. All event workers must refrain from consuming alcohol while the event is in progress.
8. The event sponsor and facility staff must ensure that the physical setting is safe for both drinkers and non-drinkers.
9. The event sponsor and/or facility staff must prevent patrons from engaging in activities than can harm themselves or others.
10. All exits must be supervised.
11. A floor supervisor will be available upon request to ticket sellers who require assistance in managing a person who is refused a sale.
12. During a Special Occasion Permit event on Arena Main Floor (when the ice is not present), all bottles, with the exception of wine bottles, must be retained within the bar area and all drinks must be served in paper or plastic cups. This will not apply to facilities that utilize glassware on a permanent basis.
13. The licensee must abide by the rules of the Municipal Alcohol Policy as enforced by the facility representative.
14. Marketing practices, which encourage increased consumption such as oversize drinks, double shots of spirits, pitchers of beer, drinking contest, and volume discounts are not permitted.
15. A minimum of two people will be designated to sell tickets and tickets will not be sold after 12:30 a.m.
16. There will be no last call.

17. A no sale bar event must have trained servers and floor supervisors.
18. All event workers must wear highly visual identification provided by permit holder i.e. T-shirts, hats, name tags
19. Whenever possible, police will be notified by the facility manager or his representative of a potentially risky situation before the situation is out of control.
20. The bar area will close after the last patron has been served beyond 12:30 a.m. and no later than 1:00 A.M.
21. All entertainment must be completed by 1:30 am.
22. Patrons must vacate facilities by 1:45 a.m.
23. The sponsor must have a safe driving strategy to prevent intoxicated patrons from driving.
24. The sponsor will be held responsible for any damages arising during the event.
25. To maintain service and security, permit holders must provide sufficient amount of staff.
26. Groups who fail to comply with the Municipal Alcohol Policy will be subject to the following consequences: That the said organization is not allowed to rent a Town Facility for a period of 12 months.

APPENDIX “B” - AGREEMENT FORM FOR SPECIAL OCCASION PERMIT HOLDER

1. I have received and reviewed a copy of the Town of Fort Frances Alcohol Policy for Special Occasion Permit Holders.
2. I understand that I must adhere to the conditions of the Alcohol Policy and the Liquor Licence Act of Ontario.
3. I understand that if I or other individuals at the event fail to adhere to the Alcohol Policy, the Fort Frances staff will take the appropriate action. This action may include eviction, revoking of the Special Occasion Permit and the notification of local authorities.
4. I understand I can be held liable for injuries and damages arising from failure to adhere to the Liquor Licence Act of Ontario.

Name	Date
Signature	

REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: September 15, 2017

RE: **Children's Complex Policies** – 1) Parent Code of Conduct, 2) Children's Code of Conduct

Background


In the last year and a half the Ministry of Education has implemented many changes to the Child Care & Early Years Act (CCEYA) to better streamline Childcare Centre operations and procedures. In this endeavour it has been recommended that Childcare Centres create particular policies or evaluate current ones being employed. As such the attached policies are being brought forward for consideration:

- 1) Parent Code of Conduct
- 2) Children's Code of Conduct

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to endorse the Parent Code of Conduct and Children's Code of Conduct for implementation at the Fort Frances Children's Complex.

Respectfully Submitted,



Jason Kabel



PARENT/CAREGIVER/FAMILY CODE OF CONDUCT

PURPOSE:

The Fort Frances Children's Complex Programs strive to conduct business according to the highest standard of honesty, integrity, respect and fairness when dealing with families. We expect that all staff, parents/caregivers, families and other visitors will also conduct themselves appropriately to meet these high standards. As adults, we are our children's greatest role models and it is important that we promote the desired behaviors.

The intent of this Code is to clarify and give guidance on the standard of behavior expected by parent/caregiver and family members attending services in our programs and to uphold the confidence in the integrity and professionalism of the services provided by our staff. It is meant to assist in maintaining a safe and caring learning environment. Childcare Staff are governed by a similar code of conduct that outlines expectations relating specifically to their behavior.

The Corporation of the Town of Fort Frances has zero tolerance for the following, including but not limited to:

- Threats, perceived threats, any acts of violence, bullying, harassment
- Verbal abuse, swearing, name calling or degrading responses or behaviors
- Any form of discrimination or harassment from any person associated with the Town of Fort Frances's Childcare Programs
- Any behavior that impacts or affects staff's ability to do their job
- Inappropriate sexual innuendos/comments whether they be verbal or written form including texts, emails and/or social media applications
- Inappropriate physical contact

BREACH OF CODE OF CONDUCT

This Policy cannot address all the possible issues which may arise within our childcare programs and services. Where an individual has any doubts as to the applicability of this policy or appropriate course of action, the matter should be taken up with the Superintendent of the Children's Complex.

If a breach of the Code occurs, it may result in child care services being withdrawn. The decision will be made at the discretion of The Children's Complex Superintendent, in consultation with any other applicable Child Care and/or Town staff and/or Child and Family Services if the behavior is abuse, assault or is threatening.

Current and enrolling parents/caregivers must read (or have read to them) the guiding principles.

GUIDING PRINCIPLES

It is expected that as the parent/caregiver and/or family member of a child using the Town of Fort Frances Childcare Programs and Services, and when I am on the property of any of the childcare programs and/or services, I will adhere to the policy and:

- Act courteously and respectfully at all times
- Not be under the influence of alcohol or drugs
- Refrain from impolite, abusive or offensive behavior or language and/or violent behavior to staff or other children/families
- Be respectful of the program's environment
- Respect cultural differences of staff and other families
- Be aware of all the applicable Childcare policies, procedures and guidelines and seek clarification when necessary
- Report all concerns, issues and problems to the appropriate personnel
- Maintain a positive and proactive relationship with staff and other families
- Ensure that all individuals associated with my child are made aware of this policy and will ensure those individuals comply with such.



FORT FRANCES CHILDREN'S COMPLEX

POLICY AND PROCEDURE

CHILDREN'S CODE OF CONDUCT

Purpose:

Within the Town of Fort Frances Children's Complex programs we strive to provide a safe, caring, learning environment for children, staff and families. We believe in equality and respect diversity.

This policy sets out expectations for respectful behaviors of all children in our facilities/programs and is meant to assist in continuing to maintain a safe, caring learning environment for all who participate in our programs.

Developmental Capabilities of Children:

We understand that it is normal for children to display inappropriate behavior at times for a variety of reasons. The age and developmental capabilities of each child will always be considered when determining both expectations for behaviour and consequences of inappropriate behavior. Each situation will be considered on its own merits.

Unacceptable Behaviors:

The following behaviors behaviours by children involved in our centre are unacceptable:

- All forms of bullying (physical, verbal, emotional, social or cyber bullying), including comments, actions or visual displays that are intentional, hurtful and repetitive (Ex. Hitting, pushing, name-calling, spreading rumours, gossip in person or social networking)
- Harassment, including behaviour that degrades, demeans, humiliates or embarrasses someone that a reasonable person ought to know is unwelcome
- All forms of abuse (sexual, physical or psychological), including verbally, in writing or otherwise
- Discrimination against any person or group because of their race, colour, ancestry, nationality or place of origin, ethnic background, religion, age, sex,

gender-determined characteristic, sexual orientation, marital and family status, source of income, political belief and physical or disability

- Actions that put another person at risk of harm, including violent physical acts (with or without a weapon) and threatening someone
- The inappropriate use of technology, including the internet and other technology, in keeping with the City's policy on the use of technology

Proactive Strategies:

We actively strive to create an environment that supports the health, safety and well-being of children by:

- Having realistic and developmentally appropriate expectations for behavior
- Setting up the environment and materials to encourage appropriate behavior and reduce potential for inappropriate behaviour
- Planning a program based on children's interests and developmental needs
- Establishing consistent yet flexible schedules and routines that help children gain trust, security and self control

We create positive environments by:

- Developing positive relationships, including making time to talk and listen
- Establishing clear, consistent, simple limits (as age appropriate)
- Stating limits in a positive way and making periodic numbers

Consequences for Inappropriate Behaviour:

We will consistently respond to inappropriate behaviour by children in our centre by:

- Reminding the child of expectations and limits (based on age appropriateness)
- Using a respectful approach to explain why a behavior is inappropriate and what behaviour is expected
- Talking only about the behaviour, not labeling the child
- Responding sympathetically and acknowledging feeling
- Establishing natural, logical consequences.

The Chart Below is a guideline for Staff:

Child Code of Conduct Guidelines

<p style="text-align: center;"><u>Un-kind Behaviour</u></p> <ul style="list-style-type: none"> • Teasing • Inappropriate laughing at children • Selfish actions/not sharing/not including others • Inappropriate bathroom etiquette • All other inappropriate action to others 	<p style="text-align: center;"><u>Consequence</u></p> <ol style="list-style-type: none"> 1. Stop behaviour 2. Remove from activity (educators will re-direct) 3. Give Choices for another activity
<p style="text-align: center;"><u>Scary/Mean Behaviour</u></p> <ul style="list-style-type: none"> • Hitting • Pushing • Kicking • Temper Tantrums • Name calling/teasing • Inappropriate touching of others private parts • Spitting at other children/staff • Use of inappropriate language (swear words) 	<p style="text-align: center;"><u>Consequences</u></p> <ol style="list-style-type: none"> 1. Stop behaviour 2. Remove from the situation 3. Privileges taken away 4. Immediately Notify Parents
<p style="text-align: center;"><u>Physically Hurtful and Threatening Behaviour</u></p> <ul style="list-style-type: none"> • Uncontrolled anger • Destroying property • Throwing objects that could harm others • Physically hurting others • Running away from the group • Abusive swearing towards others • Behavior that is against the law 	<p style="text-align: center;"><u>Consequences</u></p> <p>CHILD WILL BE SENT HOME</p> <ol style="list-style-type: none"> 1. Stop behaviour 2. Remove from other children until picked up 3. Parent will be called to pick up.

Depending on the severity and frequency of the behaviour, we will consider further steps such as:

- Using behavioural analysis to learn what may be contributing to a child's inappropriate behaviour
- Hold an informal or formal meeting with parents/guardians/caregivers to develop an action plan to encourage appropriate behaviour in the future
- Developing a written contract with an older child that outlines specific expectations and consequence
- Accessing outside resources and/or agencies for assistance, such as:
 1. A behaviour specialist or other professionals to help staff understand and reduce a child's inappropriate behaviour
 2. Child and family services to access parenting supports
 3. The police to assist with threatening behaviour

In extreme cases, we will take such steps as:

- Suspending or withdrawing services because of a child's inappropriate behaviour
- Contacting the police and/or child and family services (CFS), if the behaviour is illegal such as abuse, assault or threatening another person

Guiding Principles for Appropriate Behaviour

Be Respectful

We are respectful of ourselves and other people. We are respectful of the ideas and feelings of others.

We are respectful of the environment, equipment and materials.

Be Responsible

We are responsible for our actions and words. We treat others as we want to be treated. When we make a mistake, we make amends rather than excuses.

Be Safe

We work and play safely to help keep ourselves and others from getting hurt.

Be Cooperative

We solve our problems by talking and listening to each other respectfully to find a solution. When we cannot solve a problem ourselves, we ask for help.

Be Supportive of Learning

We learn to the best of our abilities and support the learning of others.



REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: September 15, 2017

RE: **Memorandum of Understanding with Fort Frances High School - Lockers in IFK**

Background

At the regular meeting of Council on September 11, 2017, Council approved the placement of lockers by the Fort Frances High School in the Memorial Sports Centre with a forthcoming memorandum of understanding (MOU).

Attached is a draft MOU for consideration in this regard.

Recommendation

Make any necessary modifications to the draft MOU to forward on to Council for recommendation.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Kabel".

Jason Kabel

Memorandum of Understanding

Between:

Fort Frances Memorial Sports Centre

And

Fort Frances High School

Whereas the Fort Frances High School is desirous of placing equipment lockers in the Memorial Sports Centre for use by Hockey Academy participants.

The placement of lockers will be permitted under the following conditions:

- The Fort Frances High School (FFHS) will assume all costs for purchasing and installation of the lockers. Lockers will remain the property of FFHS.
- The type of locker and location must be approved by the Community Services Division of the Town of Fort Frances.
- The Memorial Sports Centre (MSC) staff will tend to basic cleaning around the locker area as part of the usual daily cleaning routine.
- The MSC will have use of the lockers when not being used by FFHS.
- FFHS will provide combinations or a master key to be able to access lockers in case there is need to do so.
- MSC assumes no responsibility to any damage to the lockers.
- MSC assumes no responsibility for lost or stolen articles form lockers. The security camera footage can be accessed for such purposes.
- The FFHS will keep enforce a policy for locker use with all users as follows (from student policy):

LOCKERS - You will be assigned a locker at registration. This same locker will be assigned to you and your responsibility from Grade 9 through to Grade 12. You should not share your combination with other students. Only locks supplied by the office may be used on lockers. If you lose your lock you will be responsible for the cost of replacement. You cannot change your locker or share your locker with another person without permission from the Main Office. **DO NOT SHARE YOUR LOCKER COMBINATION WITH ANYONE.** Lockers remain the property of the school, and must not be damaged or defaced. The Rainy River District School Board reserves the right of access to lockers at any time. If your locker is broken into, report the incident to the main office as soon as possible. The school is not responsible for stolen articles. Keep your locker neat and tidy and do not allow excess garbage to accumulate.

Signed at Fort Frances this _____ day of _____, 2017.

Community Services Division Manager

FFHS Principal

Community Services Division Chair

RRDSB Facilities Manager