



COMMISSION SCOLAIRE CENTRAL QUÉBEC
CENTRAL QUÉBEC SCHOOL BOARD

**POLICY GOVERNING THE USE OF EXTERNAL
SERVICES IN OUR ESTABLISHMENTS**

(Adopted December 13, 2017)

Note: The masculine gender is used throughout this document for the sake of conciseness and is meant to be inclusive of both genders.

POLICY

1.0 PREAMBLE

The Central Québec School Board recognizes that the demand for service, such as psychological and other professional and support services to school-aged children can be challenging and may go beyond what the organization can reasonably offer. This is particularly true for students with special needs.

Each establishment of the Central Québec School Board is committed to offering the best instructional and complementary educational services to its students within its allocated yearly budget and staffing plan.

Services are deployed by qualified Teachers, Professionals and Support Staff. Professionals such as Psychologists, Psycho-Educators, Guidance Counsellors, Speech and Language Pathologists along with Support staff such as Special Education Technicians, Attendants for Handicapped Students and Student Supervisors all work together to provide the best and most appropriate support to students.

Teachers, Professionals and Support Staff's working conditions dictate that they must uphold high ethical standards. Other groups of professionals are governed by their specific Code of Conduct or Code of Ethics.

The protection of our students is our paramount consideration.

2.0 DEFINITIONS

- a) External Services (Resulting from an agreement with various public and/or para-public organizations)

Services provided in our establishments, subsequent to a protocol of agreement between different Ministries, such as between the Ministry of Education, the Ministry of Health, Social Services as well as other organizations, such as the Fraser Recovery Program.

3.0 PURPOSE OF THE POLICY

- a) Provide a common understanding for the type of External Services that can be provided to our students within our establishments;
- b) Clarify the position of the School Board when a request is made by parents for "External Private Services" to be provided in our establishments.

4.0 EXTERNAL SERVICES PROVIDED IN OUR ESTABLISHMENTS

As a Result of Specific Agreements with Various Organizations, such as with Health and Social Services or Community Services

External Services, such as those resulting from a protocol of agreement between Ministries, namely the Ministry of Education and the Ministry of Health and Social Services as well as with other organizations, are deployed in our establishments (nurses, social workers, etc.) as per parameters/guidelines specified in each individual agreement.



Professionals providing these external services are not employees of the Central Québec School Board, unless there is a specific agreement for a Loan of Service with an External Organization.

Within defined roles and, in the best interest of students, professionals deployed by external organizations work closely with the School Administration and other designated staff members for services delivered directly to students during the school day. They must render account of their observations/actions/initiatives to the School Principal or a designated authority on a regular basis.

5.0 EXTERNAL PRIVATE SERVICES REQUESTED BY PARENTS

External Private Services requested by parents for their child during the school day will not be permitted at any time (from the arrival to the departure time of the student, including the lunch period) on school premises.

6.0 RESPONSIBILITIES - External Services and External Private Services

- a) The School Principal will:
 - Ensure that services provided under point 4 be rendered to students as spelled out in the written agreement;
 - Ensure that Professional Services provided under point 4 complement the offer of services provided by the school team and respect the educational policies of the school;
 - Inform Parents who may request that “External Private Services” be given to their child on school premises, that this is not permitted as per the School Board policy.

- b) The School Board will:
 - Sign specific agreements with various external organizations (e.g. Health and Social Services) that can offer additional services to students, free of charge to parents;
 - Reserve the right to cancel (within 10 working days) any agreement with external organizations when there is an emerging conflict of interest between the parties or a conflict of an ethical or professional nature.
 - Support School Principals in the application of this policy.

This policy is applicable as of December 13, 2017.

