

***Safe and Inclusive Schools Special Projects 2017-18
Guidelines and Procedures***

Purpose:

The Safe and Caring Schools Policy provides guidance to schools and the districts in the development and maintenance of safe and inclusive learning environments. **The Special Projects** aims to support projects that provide leadership in the development and maintenance of safe and inclusive school environments.

Specifically, the goal is to:

- ✓ support the implementation of the safe and inclusive action(s) identified in your school development plan or district strategic plan
- ✓ support the implementation of key components of the Safe and Caring Schools Policy such as school-wide positive behaviour supports, inclusive education, code of conduct, violence/bullying prevention/intervention, social-emotional learning and/or digital citizenship, and
- ✓ help sustain partnerships and actions that support a positive school climate.

Eligibility:

- ✓ Projects may be school based or regionally based.
- ✓ Projects must take place during the 2017-18 school year.
- ✓ Projects must be linked with the school development plan or district strategic plan.

Selection:

Please forward applications to the Safe and Inclusive Itinerant assigned to your region. Funds will be disbursed to the selected schools through the School District.

Funding Guidelines:

The following guidelines apply:

- ✓ Funding to a maximum of \$700 will be provided depending upon the scope of the project. Projected budget costs must be included with the application.
- ✓ Funding may be used to cover the purchase of materials and/or travel expenses. Funding cannot be used for salaries (e.g., project coordinator) or the purchase of non-consumables (e.g., computers).
- ✓ School based projects must be student centered and supervised by an adult approved by the school administration.

Evaluation

Selected projects must submit a summary report to the Safe and Inclusive Itinerant.

Application Process:

The application deadline is *December 8, 2017*.

Applications must be made on the attached form and submitted to the regional Safe and Inclusive Itinerant.



Special Project Application Form

SECTION 1: APPLICANT INFORMATION

Regional Project School Project Student Group Project

Project title: _____ District/School/Group: _____

Mailing Address: _____ Telephone: _____

Project Teacher Sponsor: _____ Email: _____

SECTION 2: PROJECT INFORMATION

Project Outcomes

Project Design

Target Population

2) What outcome/action in your school development plan is connected to this project? How does the project support this action?

3) How does this project support the implementation of key components of the Safe and Caring Schools Policy such as school-wide positive behaviour supports, inclusive education, code of conduct, violence/bullying prevention, social-emotional learning and/or digital citizenship?

4) Please describe the expected time frame during which your project will occur (It must take place during the 2017-18 school year.).

5) Is this project supported by funding from other sources? Yes No

If yes, what source(s)?

How much funding is being provided? \$

6) Please outline the estimated cost of individual item(s) involved in this project.

If you have any questions concerning the Safe and Inclusive Project, please contact the regional Safe and Inclusive Schools Itinerant.

Please note that by May 31, 2018 successful projects are expected to submit a brief report (see following template) to the Safe and Inclusive Itinerant.

Date: _____ Signature: _____
(For regional/school student/group projects)



Special Project Report 2017/18

To be submitted to Safe and Inclusive Itinerant by May 31, 2018

GENERAL INFORMATION

Project Title:
School Name:
Region:

EVALUATION OF PROJECT
How has the project supported the implementation of the school development plan? (Schools may attach a copy of the Action Plan Template from the School Development Plan to answer this question).
How may this project support future safe, caring and inclusive initiatives?

Budget

<u>Item Purchased/Travel Expense/Other(provide detail)</u>	<u>Amount</u>
	Total Cost: