

TO: ONTARIO DIRECTORS OF EDUCATION
FROM: Frank Kelly
Executive Director
DATE: June 29, 2017
RE: Student Injury Prevention Initiative Phase Three – Ongoing Support

In my September 15, 2016 memorandum entitled Continuing Support for Student Injury Prevention – Phase Three the key phases of the Student Injury Prevention Initiative (SIPI) Phase Three were outlined. These included:

- (a) SIPI Phase Three Surveys (which have been completed and submitted to CODE);
- (b) Board three- to five-year SIPI Phase Three plans (due by the end of May 2017);
- (c) Information to boards to assist in further development of their three-to five-year plans, and leading a school system that focuses on student injury prevention and well-being; and
- (d) Development of an interactive online resource to support board staff as they continue to work on student injury prevention.

The purpose of this communication is to extend my appreciation on behalf of CODE for your efforts and the hard work of your staff to complete the board surveys and plans, and to provide more details relating to the key areas of SIPI Phase Three.

Ontario School Boards Support SIPI

Throughout the three phases of the SIPI, boards have consistently demonstrated a commitment to student injury prevention and safety. While there is still work to do, the efforts by board staff to ensure that student injury prevention is a high priority is recognized both by CODE and the Ministry of Education. I would like to acknowledge

the continuing efforts by boards to prioritize and ensure student well-being and student safety. On behalf of CODE, please extend my appreciation to your staff.

Board Surveys

Boards completed their online surveys as part of the process to inform the development of SIPI Phase Three plans and to gain a better understanding of the processes and procedures that support student injury prevention. The surveys (including the general survey and the subject specific surveys) were reviewed and analyzed by the CODE Health and Safety Team, and informed boards in the development of their board plans as outlined in *Update #1 Creating a Culture of Safety Mindedness* (distributed previously and attached).

Three- to Five-Year Plans

Considerable flexibility was provided to boards as part of the process to complete their three- to five-year SIPI Phase Three plans. While a template was not provided, samples of board plans were available on the CODE website. This allowed boards the opportunity to develop plans that more closely reflected their current policies and procedures. Individual board plans were also reviewed by the CODE Health and Safety Team, and a summary of these plans (including key components for a student injury prevention plan) is also attached to this Memorandum as *Update #2 Creating a Culture of Safety Mindedness* (attached).

Online Interactive Resource

An area of need identified by board staff with responsibility for student injury prevention is the ability to share best practices and information related to student injury prevention, ask questions, and access links to provincial student injury prevention partners. As part of SIPI Phase Three, an online interactive resource (currently in development) will be launched at the beginning of September 2017. This resource will include a public site that tells the story of the Ontario SIPI and shares resources available through student injury prevention partners and related websites. A key component of the online resource will be the members-only site. School board leaders with responsibility for student injury prevention should register for full access to this site. The members-only function will allow boards to post resources, ask questions, and connect with fellow colleagues as they further develop student injury prevention plans and resources. More details on this online interactive resource will be announced in September prior to the official launch.

Board Conversations Support Student Injury Prevention

Completion of the board surveys and development of SIPI Phase Three plans provided boards with many opportunities to focus on the importance of student injury prevention and student well-being. The development of plans, which include policies and procedures, are key to student injury prevention and directs board leaders to reflect and initiate policies, procedures, activities and strategies that make student injury prevention a high priority for all staff.

Reviewing the provincial summary of boards plans (*Update #2*) in relation to individually completed surveys and plans is a key strategy for boards to continue building momentum for student injury prevention as an essential requirement. Student injury prevention requires continual enhancements, with everyone who works with children and youth understanding its importance.

CODE Student Injury Prevention Phase Three Regional Leads

The work of the CODE Regional Leads was key to the success of SIPI Phase Three. *Should you have feedback regarding this project and suggestions for future needs, please feel free to contact your CODE Regional Lead.* They are:

Cathi Siemienuk, Thunder Bay Region

Ken Ryan, Sudbury North Bay Region

Larry Clifford, Toronto and Area Region

Linda Fabi, London Region

Michael Ash, Barrie Region

Charlotte Patterson, Ottawa Region

Maurice Glaude, French Language Boards

Reporting SIPI Phase Three Funds

As you know, boards received \$10,000.00 to offset the cost of completing the surveys and the board plans. Some boards used these funds to hire temporary staff to complete both the surveys and develop the plan, while others offset administrative and preparation costs. However, if all the funds provided board were not required, then in these situations, the remaining funds can be assigned to support student injury prevention activities and resources. No financial report is required, but boards must submit both surveys and plans.

Directors of Education are the leaders in school systems for ensuring that student injury prevention is a key priority, and that the safety and well-being of their students is foremost. Your leadership in this area is recognized and appreciated. I urge you to continue your efforts in creating a culture of safety mindedness in every school in Ontario.

My thanks and best wishes for the summer. Should you have any questions, please contact the CODE office.

Regards,

A handwritten signature in black ink that reads "Frank Kelly". The signature is written in a cursive style with a large, stylized 'F' and 'K'.

Frank Kelly
Executive Director
Council of Ontario Directors of Education