

BEREAVEMENT

Background

The Division recognizes that the death of a student or a staff member has a very traumatic impact on individuals and on the entire school community, and thus endorses the concept of a Bereavement Plan to provide support and direction during these critical times.

Staff, students, parents, and often other members in the community, experience significant stress during times of loss. This may result in an inability to concentrate or may lead to confusion and disorganization within the educational setting. The intent of this administrative procedure is to provide a framework for the development and upkeep of a Bereavement Manual to provide support and direction to the schools in the LRSD, in dealing with their loss. There are a number of resources available in south-west Alberta to call upon during times of crisis involving the death of a loved one. This administrative procedure and the accompanying manual are to be used in conjunction with Administrative Procedure 307 Welcoming, Safe and Caring Work Environments – , and the Livingstone Range School Division Safety Plan Handbook.

Procedures

1. A Bereavement Plan will be developed and form a separate section in the Livingstone Range School Division Leadership Handbook.
2. The information in this manual related to specific contacts and phone numbers will be reviewed and updated at least once every three years at the divisional level. Individual school communities will make annual changes to information that is pertinent to their circumstances.
3. Each school shall annually establish a School Response Team to provide assistance with closure and the resolution of grief following a death within the school community. This team is part of the overall School Crisis Response Plan and is linked to the LRSD Safety Plan.
4. Individuals who may be considered for adhoc membership on the School Response Team when dealing with a bereavement situation include:
 - a. Family School Liaison Counsellor, Alberta Health Services, clergy members, FCSS personnel, bereavement specialist, RCMP, member of the community critical incidence response team, other staff or community members with special skills and background.

December, 2003

Updates: August 2012

Reviewed: June 2013, January 2020

References

Section 11, 33, 52, 53, 196, 197, 222, 256 Education Act