

Condolences shall be extended to families on the death of a student, a current or former staff member, or trustee or on the death of a significant relative of a student or staff member.

The Superintendent of schools, on behalf of the board, shall acknowledge the death or bereavement of a current staff member, trustee or student.

Specifically

1. Upon notice of the death of a staff member, trustee or student:
 - 1.1 Flowers and a sympathy card shall be sent to the bereaved family.
 - 1.2 A donation in the memory of the departed in the amount of \$50 will be made to the school or the school library or any scholarship fund at the discretion of the school administration
 - 1.3 A trustee, the Superintendent or Deputy Superintendent will pay respects to the bereaved family by visiting the home or will attend the funeral where appropriate.
2. In the event of the death of a staff member, trustee or student's immediate family member, the board shall send a sympathy card.
3. Schools shall remain open following the death of a staff member or student.
4. A Two year waiting period must occur before consideration of renaming a section of the school after a deceased staff member or student.

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