



PARENT/GUARDIAN OR CAREGIVER SUPPORT

Legal References: *Education Act*

Related References: [Board Policy G100 – Governance Policy – Foundations](#)
[Bylaws - Board of Trustees Waterloo Region District School Board](#)
[Administrative Procedure 1410 – Parent, Guardian or Caregiver Support](#)
[Standards of Behaviour for the School Community \(JHSC, 2014\)](#)

Effective Date: *September 25, 2006*

Revisions: *March 6, 2017, May 14, 2018, February 8, 2021*

Reviewed:

1. Family Communication with Schools

- 1.1 The Waterloo Region District School Board (WRDSB) recognizes that from time to time, parents/guardians or caregivers (hereafter referred to as “parents”) of students may need the support of a third party individual during a meeting with WRDSB staff to address and advocate for their child’s interests and needs. Parents have the right to have a representative of their choosing in attendance at meetings with WRDSB staff, subject to this policy and the provisions established in the related procedures. Principals, staff, and parents will be notified in advance of a meeting as to who is anticipated to be in attendance. In the event parents wish to have legal representation at the meeting, staff will be notified at least 72 hours in advance so the WRDSB staff can also arrange for legal representation if so required. [Administrative Procedure 1410 - Parent Support](#), contains steps to guide parents if they have a concern about a school matter. All participants are expected to treat one another with dignity and respect at all times, especially when there is a disagreement.
- 1.2 Parents may contact trustees at any time. Trustees will facilitate the communication process between the parent and the appropriate WRDSB staff member. Trustees shall direct the parent to Administrative Procedure 1410 and these steps should be followed in resolving any concerns. Trustees are not to act as a representative of the parent or student at a meeting between parents and WRDSB staff.