



January 14, 2026

Policy & Governance Standing Committee

Notice of Meeting

The Policy & Governance Standing Committee Meeting of the Waterloo Region District School Board will be held in the Boardroom, Building 2, 1st Floor, 51 Ardelet Avenue, Kitchener, Ontario, on January 14, 2026, at 6:00 p.m.

AGENDA

Call to Order

Territorial Acknowledgement and O Canada

Approval of Agenda

Announcements

Declarations of Pecuniary Interest

Delegations

Staff Follow Up

Reports

01 Board Policy 2005 - Third Party Support For Caregivers, Families And Parents

05 Board Policy 2011 - Sun Safety and Shading

10 Board Policy 5008 - Staff Dress

Board Reports

Question Period for Members (5 minutes)

Adjournment - Rise & Reconvene In Camera



Report to Policy & Governance Standing Committee

January 14, 2026

Subject: Board Policy 2005 - Third Party Support For Caregivers, Families And Parents

Recommendation

That the Policy & Governance Standing Committee recommend approval of Board Policy 2005 - Third Party Support For Caregivers, Families And Parents as presented at the January 14, 2026 Policy & Governance Standing Committee meeting.

Status

Recommended changes include an updated title (formerly Parent/Guardian or Caregiver Support), updated language and additional resources provided through related references.

The following steps have occurred:

- Public Consultation
- Consultation with WRDSB Committees including but not limited to, Parent Involvement Committee, Special Education Advisory Committee, Equity and Inclusion Advisory Group
- Reviewed using the Human Rights and Equity Review Guide
- Reviewed by Leadership Council
- Reviewed for legislative updates, consistent language and AODA considerations

Background

The policy was reviewed through the Policy Review Process.

Financial implications

There are no known financial implications of the policy changes.

Communications

Policies will be updated on the internal and external websites after approval by the Board of Trustees at the monthly Board meeting.

Prepared by: S. Reidel, Manager of Corporate Services on behalf of the Policy & Governance Standing Committee in consultation with Leadership Council.



THIRD PARTY SUPPORT FOR CAREGIVERS, FAMILIES AND PARENTS

~~PARENT/GUARDIAN OR CAREGIVER SUPPORT~~

Legal References:	<i>Education Act</i>
Related References:	<i>Board Policy G100 – Governance Policy – Foundations</i> <i>Bylaws - Board of Trustees Waterloo Region District School Board</i> <i>Administrative Procedure 1410 – Parent, Guardian or Caregiver Support</i> <i>Standards of Behaviour for the School Community (JHSC, 2014)</i> <i>Communicating With Your School</i> <i>Communicating with the School - Multilingual Language Learners</i>
Effective Date:	September 25, 2006
Revisions:	March 6, 2017 , May 14, 2018, February 8, 2021, January 12, 2026
Reviewed:	

1. **Purpose**

~~Family Communication with Schools~~

- 1.1. The Waterloo Region District School Board (WRDSB) recognizes that from time to time, ~~caregivers/families/parents~~ **caregivers/families/parents** ~~parents/guardians or caregivers (hereafter referred to as “parents”)~~ of students may need the support of a third party individual(s) during a meeting with WRDSB staff to address and advocate for their child’s interests and needs.

2. **Application**

- 2.1. ~~Caregivers/families/parents~~ **Caregivers/families/parents** ~~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.

- 2.1.1. Principals, staff, and ~~caregivers/families/parents~~ **caregivers/families/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 ~~3 business days~~ **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 ~~caregivers/families/parents~~ **caregivers/families/parents** if they have a concern about a school matter.

- 2.1.2. All participants are expected to treat one another with dignity and respect at all times, especially when there is a disagreement.

- 2.2. ~~Caregivers/families/parents~~ **Caregivers/families/parents** may contact trustees at any time. Trustees will facilitate the communication process between the ~~caregiver/family/parent~~ **caregiver/family/parent** and the appropriate WRDSB staff member. Trustees shall direct the ~~caregiver/family/parent~~ **caregiver/family/parent** to ~~Administrative Procedure 1410~~ and these steps should be followed in resolving any concerns. Trustees ~~cannot~~ ~~are not to~~ act as a representative of the ~~caregiver/family/parent~~ **caregiver/family/parent** or student at a meeting between ~~caregivers/families/parents~~ **caregivers/families/parents** and WRDSB staff.



Waterloo Region
District School Board

Board Policy 2005

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.



Report to Policy & Governance Standing Committee

January 14, 2026

Subject: Board Policy 2011 - Sun Safety and Shading

Recommendation

That the Policy & Governance Standing Committee recommend approval of Board Policy 2011 - Sun Safety and Shading as presented at the January 14, 2026 Policy & Governance Standing Committee meeting.

Status

Recommended changes include updated language and the addition of replacing trees with suitable native species where possible.

The following steps have occurred:

- Public Consultation
- Consultation with WRDSB Committees including but not limited to, Parent Involvement Committee, Special Education Advisory Committee, Equity and Inclusion Advisory Group
- Reviewed using the Human Rights and Equity Review Guide
- Reviewed by Leadership Council
- Reviewed for legislative updates, consistent language and AODA considerations

Background

The policy was reviewed through the Policy Review Process.

Financial implications

There are no known financial implications of the policy changes.

Communications

Policies will be updated on the internal and external websites after approval by the Board of Trustees at the monthly Board meeting.

Prepared by: S. Reidel, Manager of Corporate Services on behalf of the Policy & Governance Standing Committee in consultation with Leadership Council.



SUN SAFETY AND SHADING

Legal References: [Education Act, R.S.O. 1990, c. E.2](#)

Related References: [Board Policy 2000 Environmental Values](#)
[Administrative Procedure 4130 - Severe Weather Conditions \(Bus Cancellation - Student Dismissal - School Closing\)](#)
[Administrative Procedure 4140 Recess/Lunch Outdoor Activities Severe Weather Conditions](#)
[Administrative Procedure 4490, Waterloo Education Foundation Inc. \(WEFI\) Shade Audit Information Guide and Tool, Region of Waterloo](#)

Effective Date: January 2012

Revisions: *March 2015, January 11, 2021, January 12, 2026*

Reviewed: *June 13, 2016, March 20, 2017, June 11, 2018*

1. ~~Preamble~~ Purpose

- 1.1 ~~It is the policy of the~~ The Waterloo Region District School Board (WRDSB) ~~to~~ promotes public health through the development of a culture of sun safety through education, communication and action.

2. ~~Sun Safety~~ Application

- 2.1 WRDSB recognizes that exposure to ultraviolet radiation (UVR) poses an identified health risk (such as skin cancer) ~~to children and adults~~.
- 2.2 WRDSB recognizes that the strategic provision of shade:
- reduces the urban heat island effect by reducing the temperature of hard surfaces including paved areas and parking lots
 - enables ~~children~~ **students** to play in outdoor environments while protecting them from the harmful impact of UVR.
- 2.3 WRDSB acknowledges the important role of communicating and promoting sun safety awareness and protective strategies to students, parents and staff which include:
- 2.3.1 The potential ill effects of sun exposure
- 2.3.2 Protective Strategies:
- providing shaded areas for outdoor activities
 - wearing protective clothing (long sleeved shirts and long pants and tightly woven fabrics)
 - wearing hats with wide brims, visors and/or back flaps
 - wearing UV protective sunglasses
 - using sunscreens
 - using portable shade devices
- 2.4 WRDSB recognizes the importance of the provision of shade, either natural (trees or other appropriate vegetation) or constructed, as an essential element in the planning and design of new or renovations to WRDSB facilities. **Where possible, the removed trees will be replaced with suitable native species.**
- 2.5 When plans for school construction, additions or renovations include the removal of healthy trees from the school property, the overall communication process should inform and allow input from school communities and surrounding neighbours.

- 2.6 ~~In addition, existing~~ Existing school sites will ~~should~~ be reviewed periodically to ensure that appropriate shaded areas are being provided for ~~students~~ children.
- 2.7 WRDSB supports and encourages schools and school councils to develop school based greening solutions to address ongoing sun safety behaviours and shading initiatives.
- 2.8 WRDSB acknowledges and accepts its responsibility in the community to participate in the development and support of a Region Wide Shade Policy with community partners

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SUN SAFETY AND SHADING

Legal References:	<i>Education Act</i>
Related References:	<i>Policy 2000 Environmental Values</i> <i>Administrative Procedure 4140 Severe Weather Conditions (Bus Cancellation – Student Dismissal – School Closing)</i> <i>Shade Audit Information Guide and Tool, Region of Waterloo</i> <i>Administrative Procedure 4490, Waterloo Education Foundation Inc. (WEFI)</i>
Effective Date:	January 2012
Revisions:	<i>March 2015, January 11, 2021</i>
Reviewed:	<i>June 13, 2016, March 20, 2017, June 11, 2018</i>

1. Preamble

- 1.1 It is the policy of the Waterloo Region District School Board (WRDSB) to promote public health through the development of a culture of sun safety through education, communication and action.

2. Sun Safety

- 2.1 WRDSB recognizes that exposure to ultraviolet radiation (UVR) poses an identified health risk (such as skin cancer) to children and adults.
- 2.2 WRDSB recognizes that the strategic provision of shade:
- reduces the urban heat island effect by reducing the temperature of hard surfaces including paved areas and parking lots
 - enables children to play in outdoor environments while protecting them from the harmful impact of UVR.
- 2.3 WRDSB acknowledges the important role of communicating and promoting sun safety awareness and protective strategies to students, parents and staff which include:
- 2.3.1 The potential ill effects of sun exposure
- 2.3.2 Protective Strategies:
- providing shaded areas for outdoor activities
 - wearing protective clothing (long sleeved shirts and long pants and tightly woven fabrics)
 - wearing hats with wide brims, visors and/or back flaps
 - wearing UV protective sunglasses
 - using sunscreens
 - using portable shade devices
- 2.4 WRDSB recognizes the importance of the provision of shade, either natural (trees or other appropriate vegetation) or constructed, as an essential element in the planning and design of new or renovations to WRDSB facilities. When plans for school construction, additions or renovations include the removal of healthy trees from the school property, the overall communication process should inform and allow input from school communities and surrounding neighbours.
- 2.5 In addition, existing school sites should be reviewed periodically to ensure that appropriate shaded areas are being provided for children.

- 2.6 WRDSB supports and encourages schools and school councils to develop school based greening solutions to address ongoing sun safety behaviours and shading initiatives.
- 2.7 WRDSB acknowledges and accepts its responsibility in the community to participate in the development and support of a Region Wide Shade Policy with community partners.



Report to Policy & Governance Standing Committee

January 14, 2026

Subject: Board Policy 5008 - Staff Dress

Recommendation

That the Policy & Governance Standing Committee recommend approval of Board Policy 5008 - Staff Dress as presented at the January 14, 2026 Policy & Governance Standing Committee meeting.

Status

Recommended changes include:

- an updated title (formerly Staff Dress Code)
- reflecting the WRDSB's commitment to Human Rights and an inclusive working environment
- professional and safety standards

The following steps have occurred:

- Public Consultation
- Consultation with WRDSB Committees including but not limited to, Parent Involvement Committee, Special Education Advisory Committee, Equity and Inclusion Advisory Group
- Reviewed using the Human Rights and Equity Review Guide
- Reviewed by Leadership Council
- Reviewed for legislative updates, consistent language and AODA considerations

Background

The policy was reviewed through the Policy Review Process.

Financial implications

There are no known financial implications of the policy changes.

Communications

Policies will be updated on the internal and external websites after approval by the Board of Trustees at the monthly Board meeting.

Prepared by: S. Reidel, Manager of Corporate Services on behalf of the Policy & Governance Standing Committee in consultation with Leadership Council.



STAFF DRESS CODE

Legal References:	Ontario Human Rights Code
Related References:	BP1008-Equity-and-Inclusion BP 1017 - Human Rights
Effective Date:	<i>June 25, 2001</i>
Revisions:	<i>September 2002, January 14, 2026</i>
Reviewed:	<i>April 16, 2018, October 19, 2020</i>

Purpose

1. The Waterloo Region District School Board (WRDSB) is committed to fostering inclusive working environments that are safe and equitable, and recognizes that decisions regarding dress are made with respect to individual expression, gender, cultural, creed and socio-economic needs, and are important to the overall health and well-being of an individual. Staff dress guidelines should not reinforce or increase marginalization, oppression or discrimination of any individual.

Application

2. It is the expectation of the Waterloo Region District School Board (WRDSB) that staff will dress in a manner consistent with their roles and responsibilities with the Board. The specific standard will be established by the supervisor in consultation with the staff.
3. The following general standards apply to all staff:
 - 3.1. Dress should reflect the expectation of being a professional in an educational setting;
 - 3.2. Attire must not pose a safety risk in the work environment (examples: loose fitting clothing near machinery, unsafe footwear in labs or shops);
 - 3.3. Clothing must not display content that is discriminatory, harassing, promotes hate or encourage activities incompatible with the educational setting.



Waterloo Region
District School Board

Board Policy 5008

STAFF DRESS CODE

Legal References:

Related References:

Effective Date: *June 25, 2001*

Revisions: *September 2002*

Reviewed: *April 16, 2018, October 19, 2020*

1. It is the expectation of the Waterloo Region District School Board (WRDSB) that staff will dress in a manner consistent with their roles and responsibilities with the Board. The specific standard will be established by the supervisor in consultation with the staff.