



PVNCDSB PARTNERSHIP AGREEMENT

BETWEEN

NAME OF PVNCDSB SCHOOL

AND

NAME OF EXTERNAL PROVIDER

This external partnership is a mutually beneficial, ongoing and supportive arrangement between the parties, to provide expanded opportunities to enhance student success.

The parties agree to collaborate on activities for the following period (*may not extend beyond one academic year*) _____ . The activities specified in this agreement may continue, subject to annual review and modification and to either party's right to withdraw upon mutual consent or upon thirty days written notification by either party.

TERMS OF PARTNERSHIP

As outlined in the *Protocol for Partnerships with External Agencies for Provision of Services by Regulated Health Professionals, Regulated Social Service Professionals, and Paraprofessional*, all required documentation must be attached to this agreement.

It is understood by both parties that the Education Act and all other relevant legislation as well as the collective agreements govern the operations of the Board.

NAME OF SCHOOL

of the PVNC Catholic District School Board agrees to involve school staff and consult with appropriate Board Special Education Services staff as necessary in order to:

1. Develop a program which is beneficial to students and is consistent with Catholic Gospel Values, the Board's Mission, Vision Statement, Guiding Principles and appropriate Collective Agreements.
2. Monitor the progress of the program and set priorities based on the needs identified.
3. Review program outcomes, recommend modifications, and provide advice to the external agency program administrator.

NAME OF EXTERNAL PROVIDER

agrees to:

1. Operate within the context of the PVNC Catholic District School Board's Mission, Vision Statement, Guiding Principles, and Administrative Procedures. Such Board Administrative Procedures shall include but not be limited to:

Valuing Diversity – 701

Safe Schools –

Code of Conduct – 909

Suspension, Expulsion and Appeal – 910

Progressive Discipline and Promoting Positive

Student Behaviour – 908

Bullying prevention and Intervention – 906

Visitors to Schools – 902

Volunteers in Our Schools – 1005

Reporting Children in Need of Protection – 513

Confidential Communication Between
Students and Staff – 1104

Workplace Harassment Prevention – 508

2. Ensure that any participant who experiences trauma or a crisis during the course of a partnership activity is referred for assistance to _____ (*External Provider's supervisory staff*) and that appropriate Board staff (Principal, Supervisory Officer, school Social Worker) are informed immediately.
3. Collaborate with the School Principal and the Board's Communication Department regarding any promotional activities.

PROGRAM DESCRIPTION

Description of External Agency:

Legal Name of Agency: _____

Address of Agency: _____

Agency Mandate: (brief description) _____

Description of Program: (*The following information must be included*)

Brief Program Description: (*connection with Board Mission*) _____

Program Goals: _____

Expected Outcomes: _____

Format of Program: (*group, classroom, or school wide*) _____

Program Timelines: _____

Name of External Agency Staff Delivering Program: _____

Agency Staff Member's Immediate Supervisor: _____

Confidentiality and Informed Consent

It is agreed that confidentiality will be maintained in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act, the Health Care Consent Act, the Personal Health Information Protection Act, the Education Act, the Child and Family Services Act and the standards of the regulated colleges of professional services.

Procedures for obtaining informed consent and a copy of the sample letter informing the parent/legal guardian(s) or student who is of age of the services to be provided should be attached to this agreement.

Police Reference Check – Vulnerable Sector Screening

In accordance with the Education Act, the school shall collect:

- 1) a criminal background check in respect of an individual before the individual first becomes a service provider at a school and;
- 2) an offence declaration from the individual by September 1 of each year in which the individual is a service provider at a school site of the board after that day. CBC's and annual offence declarations shall be kept on file at the school.

Accountability

Staff of _____ (*External Provider*) must either be members of a regulated professional College in Ontario or their service must be supervised by a member of the relevant regulated professional College in Ontario. Evidence of current qualification of staff and/or supervisors is included with this agreement.

Liability / Malpractice Insurance

_____ (*External Provider*) hereby certifies that it carries insurance which includes professional malpractice coverage (minimum \$2,000,000) to insure against civil litigation alleging incompetence, professional errors, omissions or charges laid by professional colleges or parents/ legal guardians. Agency staff must be covered while working on PVNC Catholic District School Board property.

Dispute Resolution

It is agreed that a joint advisory committee, which shall consist of three representatives from the Board and three representatives of the _____ (*External Provider*), will be convened in the event that a disagreement or dispute between the parties must be resolved.

Resources / Finances Committed

It is agreed that the parties will, as appropriate, share their time, resources, expertise, and energy for the benefit of students in the program. It is recognized that most contributions will be comprised of both in kind and human resources as the parties may agree; however, any fees or payments will be clearly outlined prior to the approval of the Partnership Agreement. Resource requirements include _____.

Research / Evaluation

It is agreed that the program evaluation will be completed by June 1 of each school year and, if warranted, revised from time to time. If research is to be conducted as part of the program evaluation, a separate research application will be submitted in accordance with Board Policy 702 – Research Requests.

Termination

This Agreement may be terminated by _____ (*name of school*), PVNC Catholic District School Board or _____ (*External Provider*) upon thirty days written notice.

Signed this _____ day of _____, 20_____.

PRINCIPAL

NAME OF SCHOOL, PVNC CATHOLIC DISTRICT SCHOOL BOARD

NAME, TITLE

NAME OF EXTERNAL PROVIDER

APPROVED BY SUPERINTENDENT OF SPECIAL EDUCATION SERVICES

DATE