

## A CHECKLIST FOR PARENTS INFORMING SCHOOL STAFF ABOUT A RESTRAINING ORDER

This checklist is designed to help you work with school staff when a restraining order has been issued to protect you or your child. Below are some practical guidelines that you can follow to work effectively with your child's school. With appropriate information, schools can help keep you and your children safe.

- Provide the school with copies of your restraining order and a photo of the restrained parent or person who is under the order.
- Meet with the school principal and review what the restraining order says. Discuss the ways that the school can help you make sure that the order is complied with.
- Ask the school principal to put a copy of the restraining order in your child's Ontario Student Record (OSR).
- Ask the school principal to give copies of the restraining order to key school personnel who may have contact with the restrained parent or person.
- Ask the school principal to put a procedure into effect under which key school personnel inform the principal if they are contacted in any way by a parent who is under a restraining order, or if they see a parent who is under a restraining order on or near school grounds.
- Talk to the school principal about safeguarding your child's personal information.