



Cree School Board  
Commission scolaire crie

## Regulations – Sabtuan Regional Vocational Training Centre Students' Residence

**Department responsible:** Sabtuan Adult Education Services  
**Effective date:** September 14, 2005  
**Amended on:** September 12, 2006 and July 1, 2008,  
 December 9, 2010 (2005-076, 2006-089, 2008-073 and 2010-108),  
 November 19, 2014 and April 29, 2016  
**Approved by:** Resolution #EC 2016-216

**References:**

- Council Policy Manual: E, E-3, E-4, EL-1  
EL-5, EL-10, GP-1

Other related Policies

- Admission to Adult Education Programs (SAES-01)
- SRVTC Off-Community Adult Student Assistance Program
- Code of Conduct applicable to Students (SAES-02)
- Against Harassment (ADM-01)
- Non-Smoking Policy (ADM-07)
- Use of Internet (IT-01)

The Cree School Board recognizes the importance in providing an environment that is safe, harmonious and conducive to the needs and well-being of all individuals within the Sabtuan Regional Vocational Training Centre Student Residence.

The present regulations are consistent with the following organizational values:

- Respect
- Excellence
- Accountability
- Leadership
- Integrity
- Teamwork

## 1) General provisions

### Purpose

1.1. These regulations are intended to establish rules pertaining to the proper conduct expected from students, residence occupants and any other visitors in the Sabtuan Regional Vocational Training Centre Students' Residence. These regulations also identify the measures to be applied when inappropriate conduct occurs.

### Definitions

1.2. For the purposes of these regulations, the following words or expressions mean:

- a) **bootlegging:** to produce, distribute, or sell alcohol without permission or illegally;
- b) **bullying:** any direct or indirect behaviour, comment, act or gesture, including through the use of social media, intended to injure, hurt, oppress, intimidate or ostracize, and includes cyberbullying<sup>1</sup> ;
- c) **Centre Director:** the Centre Director of the Sabtuan Regional Vocational Training Centre;
- d) **child:**
  - i. a child of the student
  - ii. a child of the student's spouse or of both
  - iii. a child living with the student for whom legal adoption procedures have been undertaken
  - iv. a child who has been adopted in accordance with Cree tradition (when a child has been raised and taken care of since he was under 3 years old)
- e) **drugs:** an illicit or controlled substance, as set out in the Controlled Drugs and Substances Act and any other substance used as an intoxicant;
- f) **eviction:** the banishment of a student from the residence;
- g) **harassment:** engaging in a course of improper comment or conduct that is known or ought reasonably to be known to be unwelcome as defined in the Policy Against Harassment (ADM-01);
- h) **physical assault:** the intentional application of force, directly or indirectly, in any degree at all, to a person without that person's consent;
- i) **occupant:** a person entitled to room and board in the Residence, according to the SRVTC Student Assistance Program;
- j) **Residence:** the Sabtuan Regional Vocational Training Centre Student Residence, cafeteria and its surrounding area;
- k) **Residence Manager:** the Residence Manager for the Regional Technical and Vocational Training Centre in Waswanipi or in his absence the Centre Director;
- l) **sexual assault:** non-consensual touching of a sexual nature that violates the sexual integrity of a person;

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<sup>1</sup> Cyberbullying is the intentional harming or harassment of a person or group through the internet and other electronic means.

- m) **spouse:** persons
  - i. who are married and cohabiting,  
or who are living in a conjugal relationship and are the father and mother of the same child, or
  - ii. who are of the opposite or the same sex and have been living in a conjugal relationship for at least 12 consecutive months (an affidavit must be provided);

However, persons shall cease to be considered as spouses upon dissolution of their marriage through divorce or annulment or, if they are married or living in a conjugal relationship, upon a de facto separation for a period exceeding 3 months;

- n) **SRVTC:** Sabtuan Regional Vocational Training Centre located in Waswanipi;
- o) **student:** an individual registered in a Vocational Training Program living in the Residence;
- p) **suspension:** the temporary withdrawal of lodging privileges for a determined period of time;
- q) **vandalism:** deliberate damage of properties.

## 2) Rules

### General rule

**2.1.** In order to ensure a safe and conducive environment, any occupant or visitor in the Residence must:

- a) demonstrate respect and consideration for other persons and property;
- b) respect quiet time and curfew as established by the Residence Manager in consultation with the Centre Director;
- c) not smoke inside the Residence<sup>2</sup>;
- d) abide by local community by-laws;

Moreover, Residence occupants are responsible for:

- e) ensuring their rooms are secured at all times;
- f) maintaining their rooms and furniture in a clean and good condition;
- g) cleaning after themselves in the kitchen, lounge, laundry rooms and recreation areas;
- h) ensuring at all times that their children, if any:
  - i. are under the supervision of a person of at least 18 years of age<sup>3</sup>
  - ii. do not disturb the other occupants or staff
- i) the behaviour of their guests.

<sup>2</sup> Respecting the required distance (see the Non-Smoking Policy ADM-07)

<sup>3</sup> However, a person between 14 and 18 years of age who has his baby-sitting course may baby-sit his siblings outside his school hours but no later than 8 p.m.

[Cafeteria](#)

**2.2.** Any occupant benefiting from the service of the cafeteria must make proper use of the resource and this, in a responsible manner.

[Pets](#)

**2.3.** No pets are allowed in the Residence.

### **3) Behaviours subject to corrective measures**

[Immediate  
eviction](#)

**3.1.** The following behaviors will result in an immediate eviction of the occupant<sup>4</sup> from the Residence:

- a) drug trafficking;
- b) bootlegging;
- c) sexual assault;
- d) possession or use of a weapon (any object used, designed to be used, or intended for use in causing injury to any person or to threaten or intimidate any person).

The Residence Manager will in these cases proceed with the eviction and notify the Centre Director and the Director of Adult Education.

[Progressive  
disciplinary  
measures](#)

**3.2.** The following behaviors<sup>5</sup> are subject to progressive disciplinary measures (verbal warning, written warning, suspension and eviction)

- a) bullying;
- b) conjugal violence;
- c) physical assault;
- d) theft;
- e) vandalism;
- f) possession of or consumption of drugs;
- g) possession of or consumption of alcohol;
- h) be under the influence of alcohol or drugs;
- i) any behaviour that may be detrimental to the well being of others;
- j) any violation of laws and regulations (Criminal Code, Cree School Board policies, etc.).

However a suspension or eviction may be applied immediately depending on the circumstances or seriousness of the incident.

[Eviction](#)

**3.2.1** For the above behavior, where the situation warrants an eviction, the occupant is suspended by the Residence Manager pending the final decision from the Director of Adult Education.

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<sup>4</sup> When the student is evicted, the dependants are also evicted

<sup>5</sup> From occupants or visitors

[Duration /  
eviction](#)

- 3.3.** The duration of an eviction of an occupant from the Residence is:
- a) at least 6 months for an automatic eviction;
  - b) a period determined by the Director of Adult Education for any other reason for an eviction.

After such period, the person who was evicted who wishes to return in the Residence must address a written request justifying his return to the Director of Adult Education. The request must demonstrate that the behavior or reason for eviction will not recur.

[Damages /  
financial  
responsibility](#)

- 3.4.** In addition to the above, occupants may be held financially responsible for any damages caused to their rooms and furniture, other than the normal wear and tear including any other School Board property.

## **4) Other provisions**

[Visitors](#)

- 4.1.** The student's spouse and children are allowed to visit the student with occasional overnight stays. Any other visitor will be required to leave the residence by 10 pm. on evenings preceding school days and by midnight for other evenings.

Visitors and all other non occupants do not have access to the SRVTC cafeteria.

All visitors must be of legal age, otherwise accompaniment of a parent (visitor's parent or parent of the child being visited) is mandatory.

[Obligation to  
inform the  
residence  
manager](#)

- 4.2.** The student must inform the Residence Manager when he cannot attend classes and remains in the residence. The student must also inform the Manager when he leaves the residence for more than 2 days.

[Insurance](#)

- 4.3.** Occupants are responsible for obtaining, at their own expense, sufficient insurance to cover their personal effects. The Board is not responsible for any loss or damages.

[Application of the  
Code of conduct](#)

- 4.4.** Any measures or sanctions taken according to the Code of conduct applicable to students enrolled in programs and courses offered by Sabtuan Adult Education Services (SAES-02) may also be considered in the application of the present regulations. Any corrective measures taken for an SRVTC student according to the Code, will therefore be considered in dealing with the student situation.

## 5) Search and Seizure

[General rule /  
SRVTC  
administration](#)

**5.1.** The SRVTC administration has the right to conduct searches based on the suspicion of drug, alcohol, or weapons possession in order to ensure the safety and security of the Residence.

[Condition](#)

**5.2.** A search of an occupant or visitor and of his personal effects will be properly instituted in those circumstances where the SRVTC administration conducting the search has reasonable grounds to believe that the present Regulations or any Board Policy has been violated and that the evidence of the infraction may be found.

The following may constitute reasonable grounds for a search:

- information received from an individual considered to be credible;
- a Centre Director's, Residence Manager's or Security Guard's own observations; and
- any combination of these pieces of information which the SRVTC authority considers to be credible.

Random or arbitrary searches or searches on groundless suspicion will likely be in contravention of the Charter of Rights.

[Type of search](#)

**5.3.** The search may be to examine namely the individual's luggage, backpacks, clothing, personal effects and room to seize evidence required for disciplinary action. Searches should be conducted in a sensitive manner and take into account the age and gender of the person and the gravity of the act.

## 6) Application of these Regulations

[Residence  
manager /  
security guards](#)

**6.1.** The Residence Manager and his delegate (i.e. security guards) have the authority to ensure the respect of the rules established in this Regulations.

[Previous  
provisions](#)

**6.2.** The present Regulations replace all other Policies of the Board pertaining to this subject, while respecting the Council of Commissioners Policies/Ends where applicable.

[Official version](#)

**6.3.** The official version of these Regulations is kept by the Secretary-General of the Board.

[Responsibility](#)

**6.4.** Any person referred to in these Regulations must abide by all its provisions and all managers of the School Board are responsible to ensure that all its provisions are applied and respected.

The Director of Sabtuan Adult Education Services is the person responsible for providing support in the interpretation of these Regulations and to ensure its revision when necessary.