

Student Situations – Who to Contact & When



SITUATION		WHEN	WHO	
	Fatality	<i>Immediately</i>	911	Program Principal 250-638-4424 Local Liaison Terrace/Kitimat or PR
	Serious injury <i>(i.e., head injury or potential surgery required)</i>	<i>Immediately</i>	911	Program Principal 250-638-4424 Local Liaison Terrace/Kitimat or PR
	Arrest		Program Principal 250-638-4424 Local Liaison Terrace/Kitimat or PR	
IMPORTANT: <i>The District Principal is the custodian for students in homestay and therefore is the one with legal authority to make decisions regarding students. As such, it is mandatory that the Program is notified immediately in these above three (3) types of situations.</i>				
	Physical injury, or health concern	The next business day	Homestay Liaison	
	Drug/alcohol use, or illegal activity			
	Developing wellness concerns	Within current business week	Homestay Liaison	
	Continued disregard for house rules			
	Academic and/or attendance concern	Within current business week	Homestay Liaison	
	Mediation	Within current business week	Homestay Liaison	
	Student move			
	Travel	At least 2 weeks before travel	Travel Request eForm (link on website) Inquiries directed to Homestay Liaison	
	General questions	Website 24/7 Business hours	Feel free to leave a message with your local Homestay Liaison and they will get back to you as soon as possible.	