



## DEATH OF A STUDENT OR EMPLOYEE

This document is the parent policy for any College procedures. Questions regarding this policy are to be directed to the identified Policy Owner.

<b>Category:</b>	G. People & Culture
<b>Policy Number:</b>	G03
<b>Approval Date:</b>	July 10, 2025
<b>Effective Date:</b>	July 10, 2025
<b>Policy Owner:</b>	Vice President, Student Experience Chief People & Culture Officer

<b>Objective:</b>	In responding to the death of an enrolled student or current employee, Olds College of Agriculture & Technology (the “College”) will respond in a professional, sensitive and sympathetic manner to provide an orderly, effective and caring response.
<b>Policy:</b>	<p>The College is committed to responding to the death of a student or employee with compassion, respect, and sensitivity. The College recognizes the profound impact that such a loss can have on our community and is dedicated to providing timely, coordinated, and respectful support to those affected.</p> <p>This policy outlines the procedures and responsibilities involved in responding to the death of a student or employee. It ensures that communication is handled appropriately, that the wishes of the family are respected, and that students, employees, and the broader College community are supported through the grieving process.</p> <p>The College aims to uphold the dignity of the deceased, maintain institutional integrity, and foster a caring environment during times of loss.</p> <p><b>Guidelines</b> This policy pertains to all students currently enrolled at the College, and all staff members currently employed by the College.</p> <p>All actions regarding the death of a student or employee are respectful of the families, students, staff, and individuals involved.</p>
<b>Definitions:</b>	
<b>Related Information:</b>	C03 Flag Protocol
<b>Related Procedures:</b>	G03 Death of a Student Procedure G03 Death of an Employee Procedure
<b>Review Period:</b>	3 years

**Revision History:**

Revised: January 2005  
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