

Operations and Standards Committee Bulletin

November 28, 2016

Purpose of Bulletin

The purpose of this bulletin is to communicate the standard when a student has a designation and withdraws from a school, as recommended by the Operations and Standards Committee and approved by the Service Management Council.

Withdraw and Designations

Audience: *District or school staff assigned 1701 Designations security, school clerical staff responsible for withdrawing students*

ISSUE: *Withdrawing students who are designated with a Ministry of Education category.*

When a student is designated with a primary designation in the Student Top Tab by a user with the 1701 Designations security role, a designation alert is created. When the primary designation is end-dated, the alert disappears.

Schools receiving students who have a current primary designation want to see the designation alert so they know they need to inform Student Services.

STANDARD:

When a student with a current designation withdraws, DO NOT end-date the current designation(s).

About the Operation and Standards Committee

The Operations and Standards Committee (OSC) is a standing advisory committee of the Service Management Council. OSC provides recommendations to the SMC Executive Committee and advice to the MyEducation BC Team regarding the standardization of business practices, common operational procedures, schedules, security and privacy procedures, software configuration, and coding within MyEducation BC.