

2.07

Legislative Assembly Pages

Context:

Pages play a key role in the communication network in the Legislative Assembly. Responsibilities of a page include delivering important messages and research papers to Members, linking Members to their offices and serving House officials in various capacities.

2.07.01 Selection of Pages from Yellowknife

The Coordinator of Administrative Services will contact local schools asking for pages to work in the Legislative Assembly. Each school is responsible for choosing the pages.

2.07.02 Selection of Pages from Outside of Yellowknife

Letter to Members

Before Session is scheduled to begin, a letter will be sent to Members asking if they wish to bring in students from their constituencies to act as pages for a part of the session

The letter will include a deadline date by which Members must advise the Coordinator of Administrative Services if they wish to bring students to session.

Members Sponsoring Pages

- a. Members wishing to sponsor pages from their constituencies must notify the Coordinator of Administrative Services in writing prior to the deadline given in the letter.

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- b. The Coordinator of Administrative Services will notify the Member whether students from his/her constituency have been approved.
- c. The Member must supply a list of names of students that will serve as pages. From this list a work schedule will be developed.
- d. Members may not bring in additional students unless previously arranged with the Coordinator of Administrative Services.
- e. Pages that have not been approved due to limited space during one session will be assigned to another session.

Responsibilities of Members

If a Member wishes to sponsor pages, the Member is responsible for the following:

- Payment of all travel arrangements to bring the students to session and return them home, where more than two pages have been selected by a Member;
- Providing supervision, accommodation and all meals for the students;
- Ensuring that students are given and fill in an application form supplied by the Legislative Assembly. It is imperative that the Member makes certain that the information supplied is complete before the session begins.
 - ⌚ Parents must complete and sign the appropriate parts of the form
 - ⌚ A medical release must be signed and the Legislative Assembly be aware of any medical conditions
 - ⌚ Social Insurance Numbers and birth dates are required before the students' pay can be processed
- Make arrangements for enrolling students in school in Yellowknife; and
- Provide return transportation for students between their lodgings and the Legislative Assembly each day.

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Responsibilities of the Legislative Assembly

The Legislative Assembly will cover the cost of travel for two pages each fiscal year, when sponsored by Members from outside of the Capital, pending approval of the individual page(s) requested.

2.07.03 Page Uniforms

Uniforms will be provided. It is the responsibility of the student to bring dress shoes or traditional footwear to wear in the chamber; athletic shoes are not permitted.

2.07.04 Behavior of Pages

The Clerk of the Legislative Assembly has discretion to remove a page from page duties and to send the student home immediately for cause.

Section 2.07.02 - Amended by Board of Management, Record of Decision: 138-14-2002, January 23, 2002

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