August 16, 2018

Dear Applicant:

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act (Our File #: EECD/016/2018)

On August 9, 2018, the Department of Education and Early Childhood Development (EECD) received your request for access to the following records/information:

"I would like to request all records (including, but not limited to briefing notes, meeting notes, decision notes, reports, emails, letters) between the NL English School District, Pasadena Elementary school, the Department of Education and Early Childhood Development regarding the allocation of student assistant time for the 2017-2018 and the 2018-2019 school year."

Please be advised that the Deputy Minister for the Department of Education and Early Childhood Development (the Department) has reviewed this request and the Department has no records responsive to your request.

Please note that as of 2017-18 school districts are provided with necessary funds from EECD to manage student assistant allocations as required. Any requests for student assistant support would be made directly to the schools districts.

The Access to Information and Protection of Privacy Act requires us to provide an advisory response within 10 days of receiving the request. As this request has been completed prior to day 10, this letter also serves as our Advisory Response.

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the Access to Information and Protection of Privacy Act (the Act). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The appeal may be addressed to the Information and Privacy Commissioner as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John’s, NL. A1B 3V8

Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act.

The Access to Information and Protection of Privacy Act requires us to provide an advisory response within 10 days of receiving the request. As this request has been completed prior to day 10, this letter also serves as our Advisory Response.
Please be advised that this letter will be published following a 72 hour period after it is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the letter posted to the Completed Access to Information Requests website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please feel free to contact the undersigned by telephone at 709-729-7425 or by email at KimAnstey-Stockwood@gov.nl.ca.

Sincerely,

Kim Anstey-Stockwood
Manager of Information Services
ATIPP Coordinator