

USE OF SCHOOL FACILITIES – PROVISION OF FACILITIES FOR PRE-SCHOOL PROGRAMS

POLICY

LEGAL REF: EA 85

Subject to the following conditions the Board will make its facilities available at no charge for the establishment of pre-school classes:

- a. The pre-school must be sponsored by a local Catholic school Home and School, local Community Association or special ethnic or similar controlled membership group within the community at large and must be operated on a non-profit basis.
- b. Permission for the use of facilities will be granted on an annual school year basis.
- c. The arrangements for the use of facilities must meet with the approval of the principal in whose school the classes will be conducted.
- d. No furniture, equipment or supplies will be provided.
- e. The sponsoring agency must provide its own daily caretaking. Major cleanups of floors, lights, walls and windows will be provided by school division personnel during the summer months. A charge for this service will be levied.
- f. The sponsoring groups must pay the relocation and set-up costs if a portable classroom is moved to a school site to accommodate the pre-school. In such cases, a commitment for at least 2 years use will be granted. If this commitment cannot be honoured, the Board will provide a pro-rated financial reimbursement.
- g. Staff and students of pre-school classes are subject to the authority of the principal.
- h. The sponsoring agency shall obtain appropriate liability and other insurance.

BOARD APPROVED: June 28, 1982
AMENDED: February 13, 1986

REGULATIONS AND PROCEDURES

1. Requests for the use of school facilities to house pre-schools are to be submitted to the Administrative Services Division during February for classes scheduled to commence in the following school year.

EFFECTIVE DATE: February 13, 1986
AMENDED: June 8, 1994