

SCHOOL COMMUNITY RELATIONS	8000
USE OF SCHOOL BUILDINGS, FACILITIES AND GROUNDS POLICY	8011

1. Rationale

Our community is comprised of a number of co-operative groups: cultural, political, economic, social and educational. As an educational institution, Lakehead District School Board (LDSB) has the opportunity to recognize and to encourage those activities, which promote personal and social growth. The Board also recognizes that school buildings are public buildings and are an integral part of the community and, as such, should be available for public use to improve the quality of life for everyone.

2. The Policy

It is the policy of LDSB to make available to the community the Board's school buildings, facilities and grounds provided such use does not conflict with regular school use and is implemented in a cost neutral manner.

3. Guidelines

- 3.1 The use of schools for student instruction, school extra-curricular activities and other school related business either during or outside of normal school hours shall take precedence over all other activities.
- 3.2 Any activity that may be potentially injurious to the building, grounds or equipment will not be approved.
- 3.3 All use of space under this policy must comply with the Ontario Human Rights Code. This Policy shall be interpreted in accordance with the Board's Human Rights and Workplace Harassment Policy. The Board reserves the right to deny or cancel requests for use of space for activities which may constitute a violation of the Code and/ or that may otherwise cause harm to the school community.

4. Administrative Regulations

- 4.1 Overall administration and supervision of the program is to be the responsibility of the designated superintendent.
- 4.2 The Community Use of Schools outreach coordinator will manage the permit process, ensuring written agreements include the acceptance of Regulations and Conditions for Use of School Buildings and appropriate insurance coverage are in place before processing the application.
- 4.3 Approval of all application/permits is to be the responsibility of the school principal or his/her designate.

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- 4.4 A Board staff member must be present during any community use activity to open, lock-up, and monitor users to ensure Board policies are followed, and to implement emergency procedures should they be required.
- 4.5 A schedule of fees, updated periodically on the Board website, shall be established by LDSB and fees will be charged for the use of school facilities according to the classification of the user.
- 4.6 The specific details concerning regulations, responsibilities, and user categories are outlined in 8011 Use of School Buildings, Facilities and Grounds Procedures.

5. Review

This policy shall be reviewed in accordance with 2010 Policy Development and Review Policy.

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
Leasing of Space Policy (3060)	March 15, 1983	Ontario Human Rights Code
Security Policy (3091)		
Visitation in the Schools Policy (8013)	<u>Date Revised</u>	
Trespass to Schools Policy (8040)	June 22, 1999	
Safe Schools Policy (8070)	June 28, 2011	
Human Rights and Workplace Harassment Policy (7030)	November 28, 2017	
Code of Conduct (8092)	November 28, 2023	