

# CHATHAM-KENT LAMBTON ADMINISTRATIVE SCHOOL SERVICES

Policy:	Community Use of Schools
Reference:	CUS-PO-001-2010
Adopted:	January 11, 2010
Revised:	April 26, 2017



## **Policy Goal:**

It is the policy of the member Boards and Chatham-Kent Lambton Administrative School Services (CLASS) to make school facilities available, for approved rental activities, in a fair, equitable and cost recovery manner, while recognizing that the primary use of school facilities is for the delivery of education to students.

## **Policy Statement:**

The Member Boards and CLASS encourage the use of schools as community facilities and recognize that the primary use of school facilities and grounds are for the delivery of education to students. The Boards and CLASS affirm their commitment to making school facilities available, upon issuance of an approved permit, with due regard to the preservation of educational programs, the responsible management of costs associated with making school properties available, and the protection of all properties under the conditions as outlined in the Community Use of Schools Rules & Regulations.

## **Preamble:**

Community Use of Schools is operated under the umbrella of CLASS. CLASS is jointly and equally owned by the Lambton Kent District School Board and the St. Clair Catholic District School Board who collaboratively endorse and encourage community use of board approved school facilities.

# CHATHAM-KENT LAMBTON ADMINISTRATIVE SCHOOL SERVICES

## Policy Guidelines:

### 1.0 Alignment with Ontario Ministry of Education Vision

In support of the Ministry of Education's vision for Community Use of Schools programs, CLASS implements the following program principles:

- **School Activities take Priority** - School day activities, extra-curricular activities and parent involvement activities organized or administered by the school or school board have priority use of school space during and after regular school hours.
- **Not-For-Profit organizations to be charged affordable rates** - District School Boards, where feasible, should ensure that after-hours user fees for school facilities in their district are affordable for Not-For-Profit community users.
- **Schools as Hubs of Communities** - Schools are the hubs of their communities and offer an effective use of taxpayers' investment in providing citizens with a place to come together, volunteer, build skills, access community programs, become physically active and build strong and healthy communities.
- **Support for a Positive Climate for Youth** - The Community Use of Schools program supports and promotes healthy, active lifestyles for community youth.
- **Fair and Equal Access** - Schools are welcoming and inclusive and offer parent groups, community organizations and other citizens fair access to use of school space at affordable rates for community purposes in non-school hours.
- **Respect for Roles and Responsibilities** - Community Use of Schools program stakeholder partners respect each other's roles, responsibilities and obligations to the community and education system.

# CHATHAM-KENT LAMBTON ADMINISTRATIVE SCHOOL SERVICES

## 2.0 Program Parameters

CLASS shall support the community use of schools program within the Boards' facilities in accordance with the following parameters:

- CLASS shall maintain appropriate procedures, rules and regulations to facilitate the application, approval, and issuance of permits for the community use of Board property.
- The Boards and CLASS recognize that while making school facilities affordable and available for community use there is a need to recover costs associated with such usage and as such the schedule of fees and cost recoveries reflects the varying nature and purpose of community use of school facilities.
- School/Board sanctioned activities scheduled outside regular school hours shall take priority over community use activities. Board staff will be given the opportunity to book facilities for school/board sanctioned activities before the facilities are made available to community groups. Board staff shall follow Community Use of Schools rental procedures when using school space for non-school/Board sponsored events.
- On behalf of the Boards, CLASS shall provide subsidized rental charges to Not-For-Profit organizations in accordance with guidelines and funds as provided by the Ministry of Education for this purpose.
- Annual rental subsidies shall not exceed the program funding level provided by the Ministry of Education and are subject to funding availability. Funds provided for educational purposes will not be used to subsidize the Community Use of Schools Program.
- This policy applies to rental agreements of ten months or less within the current academic year. The policy does not apply to long-term agreements for the on-going use of designated school space, terms of such agreements are generally expressed within leases or memoranda of understanding.

## **CHATHAM-KENT LAMBTON ADMINISTRATIVE SCHOOL SERVICES**

- The Boards recognize that as publicly funded bodies and responsible community members school facilities should reasonably be made available to eligible applicants for community use where such use does not impede or compromise educational programs offered in their schools, or interfere with custodial and maintenance work programs, or violate their Governing Values.
- Rental of school facilities must be in accordance with the Member Board's Equity and Inclusive Education policies and commitment to the elimination of discrimination as outlined in Ontario's Equity and Inclusive Education Strategy which recognizes that any form of social or cultural discrimination violates the Ontario Human Rights Code.
- Rental of school facilities must be in accordance with the Member Board's Code of Conduct policies which outline acceptable standards of behaviour to maintain a safe, positive environment free from violence.
- CLASS reserves the right to refuse approval for a rental application and the right to cancel any permits issued for the use of a school building or its facilities when it is deemed that such action is necessary for the best interests of the school and/or the board.

### **3.0 Implementation:**

CLASS will provide appropriate supports and training for Community Use of School staff with respect to the requirements of this Policy.