



Community Use of School Facilities

The Park West School Division wishes to promote community involvement in the schools as much as it is possible, and therefore makes its' facilities available to the community for after school hour activities. Although the facilities are paid for by tax dollars, it should be recognized that the user should be responsible for some of the operating costs outside of school use. Recent reforms in education have positioned the principal as site-based manager for the school.

Functions considered eligible for the use of school facilities can be divided into four categories:

1. School sponsored functions, put on by teachers and/or students specifically, including all curricular activities involving students enrolled within the division - such as sports, drama, science projects, etcetera. These will receive preference and will be under supervision of the teaching staff.
2. The division will provide school facilities for music lessons free of charge if space is available and it does not interfere with the school's operation.
3. A community agency that promotes learning of a cultural pursuit for which no admittance charge is made. In this group will be included: Art exhibits, music recitals, science lectures, seminars, 4-H clubs, ratepayers groups, church groups, PTA groups, all social welfare agencies who can prove a lack of their own facilities, boy scouts, girl guides, and any overflow from community centre projects.
4. Community adult groups, which are not strictly education, such as: Agricultural and horticultural societies, sports clubs, game and fish, streamliners, square dance clubs, and charitable organizations. A charge may be levied.
5. Groups which are partisan, commercial, or political in nature; these latter gatherings would be last in priority of schedule and fees levied would not be less than commercially operated public halls in the area.

Conditions to Be Considered When Approving Requests

- i. The activity will not conflict with school programming, as the school facilities exist first and foremost for school activities.
- ii. Activities are such that they are deemed to be appropriate and possible to accommodate within the school facility, without added burdens being placed on the school and its ongoing operation.
- iii. The activity is such that it cannot be easily accommodated in a community hall within the immediate area, as it is not the wish of the Board to compete with community centres.



Procedure for Obtaining School Facilities

- i. Requests for the use of school facilities shall be made to the principal of the school involved.
- ii. The appropriate application for use form shall be completed and signed by a responsible representative of the said organization. A damage deposit may be levied. (see the following forms)
- iii. A copy of the Application shall be filed with the Division Office, complete with estimated or actual costs.
- iv. In the absence of the school principal, the principal's designate shall make the arrangements for the above.

Principals shall be responsible to report the use of school facilities by outside agencies/organizations to the Division Office on a monthly basis.

Use of school facilities by outside agencies and organizations shall be subject to the rules and regulations established under this policy.