

**FACILITIES 2300**

**COMMUNITY USE OF  
FACILITIES 2340**

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**1. Rationale**

The Simcoe County District School Board (SCDSB) endorses and encourages the community's participation in the use of its facilities and resources.

**2. Policy**

It is the policy of the SCDSB that its facilities will be made available for community use for the mutual benefit of students and the community, in a manner that is both fair and equitable on a cost recovery basis, in accordance with the guidelines that follow. Offering spaces in school to community partners will maximize the use of infrastructure through increased flexibility and utilization for improved service delivery for communities.

**3. Guidelines**

- 3.1 The community use of facility activities must complement the intent of the SCDSB's mission statement and strategic priorities. The first priority for the after-hours use of school facilities will be for school/board activities as approved by the principal, the superintendent of education, and the Superintendent of Business and Facility Services.
- 3.2 Facilities and resources shall be made available through the issuance of permits, reciprocal agreements, and joint-use agreements.
- 3.3 The use of facilities and resources by community user groups shall not be a financial burden to the board.
- 3.4 The cost of administering, and/or operating, and/or maintaining the space for use by community use groups, shall be the responsibility of the group benefiting from the use.
- 3.5 School facilities will be made available for use by community groups with custodial staff in attendance for safety, security, and clean up, unless arranged otherwise. Consideration shall be given by the Superintendent of Business and Facility services, in cooperation with the school principal, through joint use agreements.
- 3.6 The community user group will require public liability insurance prior to the issuance of any rental permit.

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Page 2

- 3.7 The Superintendent of Business and Facility Services has the authority to approve, amend, deny, and/or cancel a rental permit application.
- 3.8 The consumption and/or sale of alcoholic beverages on school premises is strictly prohibited.
- 3.9 User group category definitions and the facilities rate schedule are contained within Administrative Procedures Memorandum (APM) A1220 – Community Use of Facilities.
- 3.10 Priority use of facilities for school/board associated groups are categorized and available for review in APM A1220 – Community Use of Facilities.
- 3.11 Priority for outdoor use of facilities will be for school/board associated groups followed by recreation programs operated by municipalities that enter into reciprocal agreements that cover joint facility planning and maintenance.
- 3.12 School boards in Ontario will provide their facilities for elections. The board must comply with the terms as set out in the *Election Act* for use by Federal, Provincial and Municipal governments that override all other uses. Guidelines for this priority use are available for review in Simcoe County District School Board Administrative Procedures Memorandum (APM) A1220 - Community Use of Facilities.

#### **4. Administrative Procedures**

The Director of Education is authorized to provide the administrative procedures necessary to implement this policy.

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