



FINANCIAL MANAGEMENT 15 – Public Use of School Buildings and Property

Original Date: April 23, 2014

Revised Date:

Responsible Administrator: Secretary-Treasurer

1.0 RATIONALE

Sturgeon School Division may permit public use of school buildings and property by approved community groups or individuals.

2.0 PROCESS

Requests for use of school buildings and property by community organizations or members of the school community shall be made directly to the school principal or designee.

3.0 GUIDELINES

- 3.1 Upon receiving a request for use of school buildings and/or property under this policy, the principal or designee shall make the decision after consultation with appropriate personnel.
- 3.2 The principal or designee shall advise the organization of conditions under which use of the school building and/or property is granted.
- 3.3 Permission for use of school buildings and/or property may be withdrawn from any group which fails to meet the conditions under which permission for use was granted.
- 3.4 The principal or designee shall advise the Secretary Treasurer whenever permission to use the school building and/or property is granted.

References: *Board Policy G/III/1 – Public Use of School Buildings and Property*