

POLICY NAME	COMMUNITY USE OF SCHOOL BOARD FACILITIES (FK)
Original approval date	2016-01-12
Last review date	2025-09-02
Next review date	2029-2030
Related documents	KFBC OG; Policy BM

1. PURPOSE AND SCOPE

- 1.1 The New Frontiers School Board (NFSB) supports the use of its schools and other facilities by the community.
- 1.2 It is recognized that the primary responsibility of the NFSB is to provide quality education to its students. The NFSB offers fair, equitable, and affordable access to its facilities while maintaining a focus on core educational objectives.

2. DEFINITIONS

- 2.1 For the purposes of this policy, the following terms will have the following meanings:
 - 2.1.1 *Administrator*: Principal, Centre Director, Department Director, or in their absence, the Vice-Principal, Assistant Centre Director, Department Coordinator respectively;
 - 2.1.2 *Inter-Governmental Agreement*: an agreement (“entente”) entered into by NFSB (Department of Material Resources, in consultation with Administrators) with municipalities, provincial or federal governments for the use of NFSB facilities;
 - 2.1.3 *Partner*: an individual, group or organization within the community entering into a partnership agreement for the use of NFSB facilities;
 - 2.1.4 *Partnership Agreement*: an agreement considered positive and reciprocal to the benefit of NFSB and the Partner for the use of NFSB facilities at no rental cost;
 - 2.1.5 *Rental Agreement*: an agreement entered into between NFSB and a Renter for the renting of NFSB facilities;
 - 2.1.6 *Renter*: an individual, group or organization renting NFSB facilities;
 - 2.1.7 *Secretary*: Person designated within a school, centre or department to handle clerical responsibilities related to community use of NFSB facilities.

3. POLICY CONTENT

- 3.1 A process is established for the purposes of entering into Rental Agreements and Partnership Agreements for the use of NFSB facilities under Organizational Guide KFBC;
- 3.2 It is understood that Inter-Governmental Agreements (“ententes”) will be entered into in accordance with the provisions of this Policy and Organizational Guide KFBC;
- 3.2 Roles and responsibilities for Administrators, School or Centre Secretaries, Partners and Renters are defined under Organizational Guide KFBC;
- 3.3. Governing Boards are responsible for approving the use of facilities prior to the signature of the Rental Agreement or Partnership Agreement;
- 3.4 Minimal provisions are required in both Rental Agreements and Partnership Agreements;
- 3.5 NFSB maintains safe and clean facilities that are used to achieve its core mission: educating, socializing, and qualifying students in the communities in which it operates.
- 3.6 School/Centre day or evening activities, extracurricular activities, Community Learning Centre (CLC) concept activities, and parent involvement activities organized or administered by the school/centre/CLC personnel, have priority use of school/centre space during and after regular daily hours.
- 3.7 Schools and Centres are the hubs of our 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.
- 3.8 The community use of NFSB facilities supports and promotes healthy, active lifestyles for community members.

- 3.9 Renters must respect each other's roles, responsibilities and obligations to the community and education system.
- 3.10 NFSB is committed to developing partnerships with the communities it serves. Through CLC concept exploration, NFSB seeks to support and nurture its relationship with community organizations and partners.
- 3.11 School and centre governing boards are encouraged to develop Partnership Agreements which enable them to share services and facility use for the benefit of students, community groups, municipalities, and community members.

4. AUTHORITY

- 4.1 This Policy and its organizational guide(s) are administered jointly under the authority of the Educational Services and Continuing Education departments.

5. REVIEW

- 5.1 The Directors of Educational Services and Continuing Education will review this policy at least once every five (5) years.