

COMMUNITY USE OF SCHOOL FACILITIES AND GROUNDS

POLICY

The Rainy River District School Board will make school facilities and grounds available to the fullest extent possible, providing the use does not interfere with the regular school program or the implementation of programs, and that due regard is paid to the proper use and care of the property.

RATIONALE

The Rainy River District School Board values community partnerships and believes that the use of its school facilities and grounds by community groups will promote the school as being a vital part of the community.

IMPLEMENTATION

As per Procedure 6.10 Community Use of School Facilities and Grounds, and Guidelines.

Any long-term dedicated use, by any group, is not covered by this policy and must be negotiated as a lease or facility use or multi-use agreement.

GUIDELINES

1.1 Board and school functions take priority over community user groups. Appendix A will determine the order of priority of scheduling school facilities and grounds.

Activities must be confined to the facilities or grounds allotted to the organization.

1.2 User groups shall:

- be responsible for any damage to facilities or equipment.
- carry appropriate insurance based on the nature of activity of the group/organization naming the Board as an insured party on applicant's own Liability Insurance.
- assume full responsibility for the proper supervision of all activities and persons, the removal of all users' property, and general clean-up.
- are responsible for their own technology resources, including computers, internet, and software as use of the RRDSB internet and technology resources is not included in the use of the facility.

1.3 Smoking/vaping is prohibited on all Board property (inside or outside the building).

1.4 The sale, possession, and/or consumption of alcohol is not permitted on Board property. Any person under the influence of alcohol, or any illegal substance may be prohibited from accessing the school facility and/or grounds.

1.5 Failure to follow this policy may result in penalties for the user group, including and up to future loss of use.

1.7 The Finance Committee will annually review the user fees within this policy.

CROSS-REFERENCE	LEGAL/MINISTRY OF EDUCATION REFERENCE
<p>Policies:</p> <ul style="list-style-type: none"> ▪ 6.11 Tobacco, Cannabis, Vaping and Smoke-Free Environment <p>Procedures:</p> <ul style="list-style-type: none"> ▪ 6.05 Facility Partnership ▪ 6.10 Community Use of School Facilities and Grounds <p>Other:</p> <ul style="list-style-type: none"> ▪ Townshend Theatre Joint Use Agreement 	<ul style="list-style-type: none"> ▪ https://www.ontario.ca/page/community-use-schools

Appendix A: User Groups and Rates

User Group		Rates
Group A	All events held by the school and Board, such as extra-curricular activities, Open Houses, school council meetings, etc.	No Fee
Group B	Not-for-profit youth-related groups, for example, Boy Scouts, Girl Guides, church youth groups, and youth sport and recreation organizations (including those that are members or affiliates of provincial sports or accredited organizations), with or without charitable organization status.	Subsidized Except for Weekends
Group C	Not-for-profit adult groups and functions organized by individuals/organizations who may have an admission charge, a participation cost or fee, for example, local service clubs, community health associations, senior groups.	Subsidized Except for Weekends
Group D	<ul style="list-style-type: none"> ▪ Functions organized by industry/businesses for profit-making purposes, (e.g., public concerts, trade shows, dance schools, for profit youth activities), ▪ Personal or private events (e.g., birthday parties, socials, Christmas parties) 	Full Fees
Group E	RRDSB Employee Group functions that are not for profit	Subsidized Except for Weekends

Appendix B: SCHEDULE OF FEES

Community Use of School Facilities and Grounds				
Schedule of Fees				
*Subsidized Rates:		<p>Reduced rental fees for recognized not-for-profit groups are supported by the Ministry of Education, Community Use of Schools Program. Some subsidy limitations may apply.</p> <p>We are committed to keeping rental rates low; however when fixed funding limits set by the Ministry of Education are reached, the subsidized rate will not apply. Please be advised our subsidized rates for not-for-profit groups are subject to change without notice. Please monitor this Fee Schedule for current rates. Some subsidy limitations may apply.</p>		
Insurance:		<p>All applicants must provide proof of comprehensive general liability insurance in the amount of \$2 million and name the RRDSB as an additional insured on the policy, with respect to the Applicant's use of the premises. If the Applicant does not have insurance, it is possible to purchase insurance through the RRDSB. This cost is not subsidized. Visit the Liability Insurance area on our website for rates.</p>		
Group Classifications:		<p>Please Refer to our User Groups on page 1 for a description.</p>		
Custodial and Facility Rental Fees (Hourly Rates)	Description	Groups B, C, E		Group D (Full Fees)
		Regular	*Subsidized	
Facility Fee	Classroom	25.00	0.00	25.00
	Gymnasium	50.00	0.00	50.00
	Library	35.00	0.00	35.00
	Cafeteria/Kitchen	50.00	0.00	50.00
Custodial Fee	Weekdays	27.00/hr	0.00	27.00/hr
	Weekends	50.00/hr	0.00	50.00/hr
<p>When custodians are regularly on duty, no custodial charge related to the use of the facility shall be levied unless additional help is required for set up, supervision and/or clean up. Custodial fees are charged for every hour a custodian is required to be at the school outside of regular working hours or weekends (minimum 3 hour call back). Note: Custodial fees for opening, clean-up, closing and securing the building will be added to the permit (on average an additional 1.5-3.0 hours).</p>				
Furniture and Equipment Rental Fees (Daily Rates)	\$100 Deposit is required for all equipment			
Gymnasium Equipment	Athletic Equipment, Chairs, and/or Tables	100.00	0.00	100.00
	Cafeteria/Kitchen Equipment	100.00	0.00	100.00
<p>The rental of school equipment is at the discretion of the Principal. Arrangements for use must be made at the time the rental permit application is completed.</p>				