

<b>JAMES BAY LOWLANDS SECONDARY SCHOOL BOARD</b>
--

ADMINISTRATIVE PROCEDURE BUSINESS ADMINISTRATION: NO. 531	
Effective	August 21, 2019
Last Revised	August 15, 2023

---

## PUBLIC USE OF SCHOOL BUILDING AND FACILITIES

---

### PURPOSE

As an educational institution, the James Bay Lowlands Secondary School Board has the opportunity to recognize and to encourage those activities which promote the personal and social growth of members of the community. The Board also recognizes that the school building is a public building and as such should be available for public use to improve the quality of life for everyone.

This administrative procedure has been developed by system and school administrators of the James Bay Lowlands Secondary School Board to supplement Board Governance Policy GOV-37 Security: Property Damage, Theft, Break-In.

### PROCEDURES

#### 1. Community Availability

The James Bay Lowlands Secondary School Board partners with the Town of Moosonee to make available to the community the recreation part of the school building after school hours, and on weekends. Individuals need to contact the Town of Moosonee to make arrangements for public use of recreation part of the school building use.

### REFERENCE DOCUMENTS

**Legal:**

*Education Act, Section 265 Duties of Principal: Care of pupils and property*

*Education Act, Section 286 Duties of Supervisory Officers: Supervise business functions*

**Board:**

Board Policy GOV-37 Security: Property Damage, Theft, Break-in

Administrative Procedure 528 Key Control

Administrative Procedure 530 Staff and Student Use of School Equipment

FORM 531-01 Application/Permit for Use of School

FORM 531-02 Facility and Equipment Rental Rates