



<b>SECTION:</b>	<b>Facilities Development</b>	<b>APPROVAL DATE:</b>
<b>SUBSECTION:</b>	<b>School Closure</b>	<b>July 1, 1981</b>
<b>POLICY NAME:</b>	<b>School Closure</b>	<b>LAST REVISED:</b>
<b>POLICY NUMBER:</b>	<b>P.FD.F.1</b>	<b>January 1, 1998</b>

1. At least once in each year the Director shall review, for each school, the enrolment projections, the available facilities, the location of the school with respect to its attendance area and any other factor which may have an effect upon the capacity of the school to offer an appropriate program at a reasonable cost and shall report any potential problem to the Board.
2. Where, for any of the following reasons;
  - a) the school is no longer appropriately located in relation to the school population or the attendance area which it must serve,
  - b) the enrolment is insufficient to warrant an adequate allocation of staff,
  - c) the facilities are inadequate or
  - d) any situation deemed sufficiently serious it appears to the Board that a school may not be able to offer an appropriate program at a reasonable cost the Board may declare the school to be under active consideration for closure.
3. The Board will consider enrolment to be insufficient when it would become necessary, under normal staffing allocations, to require the assignment of three or more grades to one class.
4. Where a school has been placed under active consideration for closure the Board shall immediately;
  - a) set the earliest date upon which the decision shall be made to close or leave open the school. That date shall allow at least four months for discussion of the issue.
  - b) announce publicly that the school is under active consideration for closure and invite interested parties to make submissions to the Board
  - c) communicate directly with those parents who have children in the school and invite them to make submissions
5. During the period established for discussion of the issue the Board shall:
  - a) require the Director to prepare reports on the following:
    - i) the effects of closure on any parish or community activities of a religious
    - ii) the effects of closure on the attendance area of the school under active consideration and the attendance area of any other school
    - iii) the effects of closure on the need and extent of busing
    - iv) the effects of closure on programs for students in the school under active consideration and in any other school which may be affected by the closure
    - v) the financial effects of closure

- vi) possible short-term and long-term need for the school and appropriate uses or disposition of the school
  - b) invite to a meeting those parents whose children attend the school and those parents whose children have been registered to attend the school which is under active consideration and other appropriate persons to discuss the factors which the Board will use in its deliberations
  - c) study the reports prepared by the Director and any submissions made by the public.
- 6. On or after the date established in Paragraph 4(a) the Board shall
  - a) decide to close the school and establish the date of closure or
  - b) decide to postpone a decision to a specified later date and specify the conditions necessary for a decision at that time or
  - c) decide to keep the school open
- 7. Where a school is to be closed the date of closure shall not be earlier than the end of the current school year. The Board shall attempt to give as much advance notice as possible.
- 8. Where the school is to be closed the Board shall identify the short-term and long-term need for the school and shall decide on the short-term and long-term uses or dispositions which are consistent with that need.
- 9. The Board shall not consider that a school has been closed where a building is replaced by a more adequate facility and where the school name and the attendance area remain unchanged.
- 10. Effective July 1, 1981 a school shall not be closed except in accordance with this policy.