



IDENTIFICATION CODE

POL12-032

**TITLE: MATERIAL RESOURCES DEPARTMENT SCHOOL GROUNDS DEVELOPMENT
(PARK-SCHOOL)**

EFFECTIVE DATE	AUTHORIZATION REQUIRED	RESPONSIBILITY FOR FOLLOW-UP
April 23, 2012	Administrator	Material Resources Services

FLOW SHEET

	DATE	AUTHORIZATION
ADOPTION	April 23, 2012	Ordinance 12-032
LAST REVISION		

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1. STATEMENT

This policy is designed to set the parameters for developing school grounds and to clarify the procedures to be followed.

2. GOALS

- 2.1** Recreational: Offer children a richer, more stimulating environment for play.
- 2.2** Educational: Favour an environment that offers students different possibilities for exploration and integration, based on various school disciplines.

3. PROJECT SUBMISSION

- 3.1** All school ground development projects must be submitted to the School Board for approval.
- 3.2** All school ground projects accompanied by a resolution from the Governing Board must be submitted to the School Board for approval.
- 3.3** The project must include the following elements:
 - a) estimated cost of the project and sources of funding
 - b) type of equipment and choice of games
 - c) name of product supplier
 - d) project schedule
 - e) location on the school grounds
 - f) maintenance plan

4. PROJECT APPROVAL AND FOLLOW-UP

- 4.1** The School Board will pay special attention to the following project components:
 - a) type and quality of equipment
 - b) safety aspect of proposed games
 - c) location of the games to avoid a substantial increase in the cost of the snow removal contract
 - d) follow-up: ensure that the project is carried out according to approved specifications
 - e) The feasibility of the project within the estimations provided and the contributions of partners

5. DEVELOPMENT CONDITIONS

- 5.1** The equipment used to develop school grounds becomes the property of the School Board.
- 5.2** Any changes to an ongoing project and any subsequent addition must be approved by the School Board.

6. COSTS FOR MAINTENANCE AND REPAIRS

The costs for equipment maintenance and repairs must be considered in the project presented to the Commission Scolaire du Littoral.

The school must provide, within its operating budget, the amounts reserved for that purpose.

7. AGREEMENT PROTOCOL

If the development project to be carried out arises from a school town consensus, the School Board would be willing, with the consent of the two parties, to formalize in an agreement protocol the terms and conditions agreed upon, in particular those regarding the sharing of costs related to the maintenance and repair of equipment.

8. FINANCIAL PARTICIPATION OF THE SCHOOL BOARD IN SCHOOL GROUNDS DEVELOPMENT (PARK-SCHOOL)

The School Board will pay the school that makes a request, 33% of the project cost up to an amount of \$25,000.

9. EXEMPTION

A project that, by its very nature and amplitude, is special and exceptional will be subject to specific study and the applicable rules will then be defined.

10. RESPONSIBILITY FOR APPLYING THIS POLICY

The School Board's Administrative is responsible for the application of this policy.

11. EFFECTIVE DATE

This policy shall enter into force on the day of its adoption.