



<u>DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD</u>	
<u>POLICY</u>	
POLICY NUMBER:	P-8002
SUBJECT:	Pupil Accommodation Review
REFERENCE:	<u>GAP8006 Pupil Accommodation Review</u>
EFFECTIVE DATE:	March 27, 2007
AMENDED DATE:	October 27, 2015

“Make every effort to keep the unity of the Spirit through the bond of peace.”

Ephesians 4:3

1. The Dufferin-Peel Catholic District School Board is committed to providing quality education to students through programs and facilities that support academic achievement and well-being and to ensuring effective stewardship of the resources of the Board. All facilities of the Board are part of an on-going review to identify the most effective pupil accommodation arrangements for the delivery of all elementary and secondary programs.
2. Dufferin-Peel Catholic District School Board’s Pupil Accommodation Review Policy has been revised to outline the aspects of the facility review process in accordance with the Ministry of Education’s *Pupil Accommodation Review Guideline* (March, 2015).
3. The Pupil Accommodation Review Policy outlines the process undertaken to complete a regular pupil accommodation review process or a modified pupil accommodation review process and applies to schools of the Board offering elementary and/or secondary programs. Wherever possible, schools will be subject to a pupil accommodation review only once in a five-year period, unless there are circumstances that necessitate a review, as determined by the Board.
4. A **regular** or **modified** pupil accommodation review of a school or schools will occur in the context of the Board’s long-term capital and accommodation planning process. Options for the school(s) involved, including closure, will be made in accordance with that process.
5. The Board welcomes the opportunity for the public and affected school communities to be heard with respect to pupil accommodation reviews as outlined in the Pupil Accommodation Review Guideline (2015). Accordingly, the Board will communicate relevant information with all stakeholders.
6. The Board of Trustees will make the final decision regarding any outcome of a pupil accommodation review which could include school closure.
7. As outlined in the Pupil Accommodation Review Guideline (2015), there are two processes possible for a Pupil Accommodation Review: a regular pupil accommodation review or a modified pupil accommodation review excluding exemptions (Section 3).

Section 1 – Regular Accommodation Review Process

8. The stages of the regular pupil accommodation review process are as follows:

- Preparation and submission of an Initial Staff Report and School Information Profile(s);
- Approval by the Board of Trustees to undertake a pupil accommodation review process;
- Establishment of the Accommodation Review Committee (including its Terms of Reference);
- Consultation with Local Municipal Governments/Community Partners;
- Accommodation Review Public Meetings;
- Preparation and submission of an Interim Staff Report, including a Community Consultation section;
- Public Delegations to the Board of Trustees;
- Preparation and submission of a Final Staff Report;
- Decision by the Board of Trustees; and,
- Establishment of a Transition Committee.

Section 2 – Modified Accommodation Review Process

9. A modified pupil accommodation review process may be initiated by the Board of Trustees when two or more of the following factors are considered:

- distance from the school under review to the nearest available accommodation;
- utilization rate of the facility;
- number of students enrolled at the school;
- when the Board is planning the relocation (in any school year or over a number of school years) of a program, in which the enrolment constitutes more than or equal to 50% of the school's enrolment (this calculation is based on the enrolment at the time of the relocation, or the first phase of a relocation carried over a number of school years);
- there are no more than three (3) schools subject to the pupil accommodation review process;
- the entire student population of a school that is subject to a pupil accommodation review process can be accommodated in another school without a boundary change.

10. The modified pupil accommodation review process consists of the following steps:

- Preparation and submission of an Initial Staff Report and School Information Profile(s);
- Approval by the Board of Trustees to undertake a modified pupil accommodation review process;
- Consultation with Local Municipal Governments/Community Partners;
- An Accommodation Review Public Meeting;
- Preparation and submission of an Interim Staff Report, including a Community Consultation Section;
- Public Delegations to the Board of Trustees;
- Preparation and submission of a Final Staff Report;
- Decision by the Board of Trustees;
- Establishment of a Transition Committee.

Section 3 – Exemptions

11. The Board of Trustees may decide that neither a regular pupil accommodation review nor a modified pupil accommodation review process is required and exempt a school or schools from the process in any of the following circumstances:

- where a replacement school is to be built by the Board on the existing site, or built or acquired within the existing school attendance boundary, as identified by the Board, including in its relevant policies;
- where a replacement school is to be built by the Board on the existing site, or built or acquired within the existing school attendance boundary and the school community must be temporarily relocated to ensure the safety of students and staff during the reconstruction, as identified by the Board, including in its relevant policies;
- when a lease for the school is terminated;
- when the Board is planning the relocation (in any school year or over a number of school years) of grades or programs, in which the enrolment constitutes less than 50% of the school's enrolment (this calculation is based on the enrolment at the time of the relocation, or the first phase of a relocation carried over a number of school years);
- when the Board is repairing or renovating a school, and the school community must be temporarily relocated to ensure the safety of students during the renovations;
- where a facility has been serving as a holding school for a school community whose permanent school is over-capacity and/or is under construction or repair;
- where there are no students enrolled at the school at any time throughout the school year.

This policy is in alignment with the requirements as outlined in the Pupil Accommodation Review Guideline (2015). Dufferin-Peel Catholic District School Board remains committed to an informed and consultative process with communities.