

**THE PROTESTANT SEPARATE SCHOOL BOARD
OF THE TOWN OF PENETANGUISHENE**

POLICY MANUAL

POLICY TITLE:

SECTION/CODE:

Extended Day and Third-Party Programs

School Operations D-41

APPROVAL DATE:

SUPERSEDES:

NUMBER OF PAGES:

REVIEW DATE:

January 15, 2024

New

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January 2028

POLICY STATEMENT

The Education Act s.259 states that if the Third-Party Operator (YMCA) terminates operation of the Before and School Program during a school year, the Board, within seven days of the cessation of the program, must provide for the continuation of the program.

It shall be the policy of the Protestant Separate School Board of the Town of Penetanguishene (PSSBP) to comply with the requirements of Regulation 221/11 under the Education Act, Extended Day and Third-Party Programs, as it applies to the provision of a Before and After School Program (BASP) at Burkevale Protestant Separate School.

POLICY PURPOSE

To provide clarity for the Board of Trustees, school staff, families, and all stakeholders in the event that the Third-Party Operator (YMCA) of the BASP were ever to give notice that it has become necessary to terminate its role as operator of the BASP at Burkevale Protestant Separate School.

ADMINISTRATIVE PROCEDURES

The agreement between the PSSBP and YMCA, renewed annually, states that the YMCA must provide 6 months written notice to the PSSBP in the event that the decision is made to discontinue operating the BASP at Burkevale School.

In the eventuality of such notice to the PSSBP, and where evidence indicates that the program continues to be needed the Board will undertake a planning process in order to plan for the provision of the BASP in the next school year:

- consult with the service system manager for Simcoe County, as designated under the *Child Care and Early Years Act, 2014* (CCEYA);
- consult, if applicable, with any First Nation that has an agreement with the Board;
- consult with existing neighbouring third-party operators;
- consult with parents whose children are enrolled in grades JK-6 or who intend to enrol their children in JK-6 in the next school year, and who have provided their contact information to the Board; and
- consult with indigenous organizations that provide culturally appropriate programs and services to the local aboriginal community.

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The above consultation process, where a need for the continuation of the BASP is determined, will prompt the Board to proceed with the following sequential process:

- publicly post a Request for Proposal (RFP) for the selection of a Third-Party Operator;
- review the potential for re-locating of services by entering into an agreement with one of the coterminous DSBs;
- engage local community partners/service organizations to assess and encourage interest in assuming operation of a BASP at Burkevale or within its own facility e.g., churches, service clubs;
- circulate job postings within the school community where other types of programs might be available; and
- consider assuming the operation of the BASP by posting for qualified program staff, engaging in discussions with Ministry staff regarding licensing requirements, Simcoe County staff regarding program funding and further operation details.

In the event that none of the measures, demonstrating due diligence on behalf of the Board, allow for continued operation of the BASP, the Board, in cooperation with the service system manager, by June 30, will notify all stakeholders involved in the consultation process that the BASP at Burkevale School will cease to operate as of the first instructional day in September of the following school year.

Annual review of the situation will occur, April 30th, evaluating the demand, and the possibility for the resumption of programs as soon as is feasibly possible.