

Administrative Procedure 549

USE OF DIVISION EQUIPMENT AND MATERIALS

Background

Students, staff or community may use equipment and materials for approved purposes beyond curricular support.

Procedures

1. Staff members, students or community members wishing to use school equipment for educational purposes are permitted to take such equipment off site provided that:
 - 1.1 The site manager approves the out of school use;
 - 1.2 The equipment is available for use during the instructional day;
 - 1.3 The equipment is properly signed out; and
 - 1.4 Those borrowing the equipment are held responsible for repair or replacement as a result of any damage or loss to the equipment.
 - 1.5 Any users of Division equipment must be qualified to do so.

Reference: Education Act 197, 222	
	Date Approved: April 1, 2021
	Reviewed or Revised: Executive: April, 2021

References shall be updated as required and do not require additional approval.