



## 801BP Facilities Operations

**ADOPTED:** 2013.12.18  
**APPROVED:** 2018.05.16 (2016.03.16) (2013.12.18)  
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### CROSS REFERENCE:

- [801.3AP Implementation of Automated External Defibrillators \(AED\)](#)
- [801.4AP Emergency Procedures](#)
- [801.5AP Emergency School Closure](#)
- [801.6AP Vandalism](#)
- [801.7AP Maintenance Work Requests](#)
- [801.8AP Video Surveillance in School Facilities & on School Grounds](#)
- [701.10AP Bus Safety Admin Procedures](#)
- [503.1AP Community Use of Schools](#)

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### POLICY STATEMENT:

The Board is committed to maintaining a safe working environment for students, staff, volunteers, contractors and visitors on BTPS property that supports maximized student learning

### GUIDING PRINCIPLES:

1. The Board expects that facilities will be properly maintained.
2. The Board expects that all students, staff, volunteers, contractors and visitors will adhere to their responsibilities under all applicable legislation (eg. the Occupational Health and Safety Act, Regulation and Code).
3. Through a centrally-coordinated model, all facilities will have on-site individuals trained in administering the expectations of the OHS Act.
4. To ensure the safety and welfare of students and staff, appropriate procedures will be in place to deal with emergencies.
5. The Board expects that division-owned facilities will be used appropriately and will seek restitution for any act of vandalism.

6. The Board believes that jurisdiction materials, equipment and facilities are best used for maximizing student learning. Where appropriate, and with the proper permissions, the materials, equipment and facilities may be used on a cost-recovery basis.
7. The Board recognizes the value of video surveillance systems to monitor activity on division property and school buses.
8. The Board understands the need to provide facilities that meet the needs of an individual's right to privacy. The Board will endeavor to provide all staff, students and community members with facilities that meet their individual privacy concerns.
9. There shall be no illegal substances, alcohol, tobacco or tobacco products (including but not limited to cigarettes, cigars, bidis, kreteks, chewing tobacco, loose tobacco, snuff, dip, snus), inhalants (including but not limited to e-cigarettes, vapes, pipe/hookah and shisha) or cannabis products (in any form) consumed, sold or otherwise used in or on school property.
  - i. Exceptions may be made on a case by case basis to serve alcoholic beverages in facilities where permission is a part of a Community Joint Use Agreement or by written request for Special Use Privileges as outlined in Buffalo Trail Public Schools Administrative Procedure 503.1AP – Community Use of School Facilities.