

NAMING OF FACILITIES

Background

Naming a school, a portion of a school or a Division facility is a matter that deserves thoughtful attention. The naming of schools provides an opportunity to further develop an identity for the school, its community, its staff and its students. Although the naming of a new school is the responsibility of the Board of Trustees, it is the Board's desire that community members should have the opportunity to participate in the naming of a new school.

Procedures

1. The Office of the Superintendent will form a Committee for the naming of a school or a portion of a school.
2. The Committee may have representation from the Board, community at large, school administration, teaching staff and students.
3. The names considered will:
 - 3.1 Have significance or recognize the contribution to education by an employee, resident or family associated with the local community;
 - 3.2 Identify the community in which the facility is located;
 - 3.3 Create a distinct identity relative to other names of other facilities in the division or surrounding districts;
 - 3.4 Be appropriate in terms of copyright and trademark provisions.
4. Where possible, new facilities will be assigned names before construction begins.
5. The Board is responsible for approval of names of all Division-owned facilities.

Reference: Section 33,52,53,222 Education Act

Approved: March 21, 2018

Amended: July 1, 2018; May 12, 2020