



Brant Haldimand Norfolk Catholic District School Board

POLICY: PROTECTION OF PROPERTY

Adopted:	09/26/06	Policy No:	400.15
Revised:	xx/xx/xx	Policy Category:	Operations

Policy Statement:

The properties of the Brant Haldimand Norfolk Catholic District School Board are for the purposes of providing an educational environment for the students of the Board. However, as a part of the community, the Board permits the use of school board property provided such use is in accordance with its policies and does not interfere with its educational purposes.

Policy Criteria:

- The use of Board property during regular school hours is restricted to staff and students for educational purposes except as expressly permitted by the Board.
- The use of Board property, other than during regular school hours, may be used for other purposes as permitted by Board policy.
- The property of the Board must be protected.
- The use of Board property must be restricted to ensure the safety and welfare of students, staff and other users of such property.

Glossary of Key By-Law Terms:

Board	-	means the Brant Haldimand Norfolk Catholic District School Board.
Trustees	-	means the Board of Trustees of the Brant Haldimand Norfolk Catholic District School Board.
Property	-	means any and all land, buildings, structures, equipment, trees, shrubs, horticultural displays, benches, tables, waste disposal containers, playground apparatus, shelters, fencing, lighting, parking areas or other such similar property that may be placed on or erected on Board property.

- Post or Posted - means the erection or presence of permissive, regulatory, restrictive, warning or prohibitive signs and “posted area” means an area where such signs are erected.
- Parking Area - means an area that has been physically designed or improved for the purpose of parking vehicles or that is designated by an official sign for such purpose in or on board property.
- Vehicle - includes a motor vehicle as defined under the *Highway Traffic Act*, R.S. O. 1990, c.H.8 as amended and means a snowmobile, go-kart, mini bike, all terrain vehicle, or similar vehicle, propelled or driven by an internal combustion engine.

<p>Statutory / Regulatory / Related Board Policy Linkages:</p>	<p>Community Use of Schools Policy Advertising and Materials Distribution Policy Outdoor Playground Equipment Policy Security of Schools, Buildings and Grounds Policy</p>
---	---



Brant Haldimand Norfolk Catholic District School Board

ADMINISTRATIVE PROCEDURES: PROTECTION OF PROPERTY

Adopted:	09/26/06	Policy No:	400.15
Revised:	xx/xx/xx	Policy Category:	Operations

Exceptions

- 1.1 This policy shall not apply to:
- a) the drivers, operators or other personnel of ambulances, police or fire department vehicles; or
 - b) employees or agents of the Board while engaged in works or services undertaken for or on behalf of the Board.
 - c) persons participating in educational programs offered by the Board or other activities conducted with the express permission of the Board.

Conduct of Persons Using Board Property

- 2.1 No person shall remove or damage any plant, shrub or flower.
- 2.2 No person shall climb, remove, deface or damage any tree, fence, bench, seat, table, monument, sign, wall, building or similar structure.
- 2.3 No person shall make any excavations for any purpose or remove the whole or any part of rocks, boulders, rock faces or remove soil, sand or wood.
- 2.4 No person shall operate a metal detector without a permit.
- 2.5 No person shall be permitted to dwell, camp or lodge.
- 2.6 No person shall pick worms for commercial purposes except where a contract with the Board exists.
- 2.7 No person shall let out or discharge any water so that it may have the effect of polluting any Board property.

- 2.8 No person shall throw or dump, or cause to be thrown or dumped, or leave any refuse, garbage or any other material or litter within Board properties, except in receptacles that may be provided for such purposes.
- 2.9 No person shall operate or utilize roller skates or in-line skates, skateboards or like conveyances on Board property
- 2.10 No person shall enter a posted area that is designated *No Admittance* or *No Trespassing*.
- 2.11 No person shall remain on Board property after being directed to leave by the principal/manager or designate.
- 2.12 No person shall use abusive or insulting language.
- 2.13 No person shall throw stones, snowballs or other missiles.
- 2.14 No person shall be intoxicated or consume or have intoxicating beverages in his/her possession.
- 2.15 No person shall cause a nuisance or in any way interfere with the use and enjoyment of Board property by other persons.
- 2.16 All Board property within the City of Brantford, County of Brant, County of Norfolk or County of Haldimand shall close at 11:00 p.m. and shall remain closed until 6:00 a.m. the following morning unless otherwise posted or except where specific exemptions have been made.
- 2.17 No person shall be or remain on Board property after the closing hour or before the opening hour unless authorized by the Board.
- 2.18 Any person who at any time loiters on Board property and in any way obstructs persons using the property shall be guilty of an offense and maybe charged under the *Trespass to Property Act*.
- 2.19 No person shall damage or destroy any authorized notice posted.
- 2.20 No person shall conduct oneself in a manner that is detrimental to the safety and enjoyment of others using the said Board property.
- 2.21 No person shall use any part of Board property for the purpose of washing, cleaning, polishing, servicing, maintaining, or with the exception of any emergency, repairing any motorized vehicle or water vessel unless with express written permission of the Board.
- 2.22 No person shall erect, post or otherwise display any unauthorized notice, sign, signboard or other advertising device.

- 2.23 No person shall distribute any handbills, circulars, nor post any notices, bills or advertising devices of any kind or description whatsoever on Board property without the express written permission of the Board.
- 2.24 No person shall play or practice golf, horseshoes, lawn darts, archery or bocce on Board property.
- 2.25 No person shall operate or use any apparatus, mechanism or device for the amplification of the human voice, music or sound without a permit.
- 2.26 No person shall possess an axe, saw, chainsaw or other implement normally used for the cutting or trimming of trees or shrubs.
- 2.27 Except in conjunction with an event or competition sponsored by or affiliated with the Board or otherwise approved by the Board or with a proper permit, no person shall within Board property:
- possess an air gun, firearm, gas operated or spring operated gun, archery equipment or catapult;
 - make an ascent in a balloon, parachute, airplane or other kind of aircraft;
 - perform any act that congregates or is likely to congregate persons;
 - fire or discharge any torpedo, rocket or other fireworks;
 - build or light an open fire.
 - march in military or para-military formation, or in a band or procession, parade or drill or perform any movement or ceremony;
 - beg, solicit or invite subscriptions or contributions;
 - sell or offer for sale any articles, items or service;
 - solicit patronage to or for any person, business, rooming house, restaurant or hotel;
 - take or permit to be taken any photograph, videotape, television broadcast or use of any camera cell phones and personal digital assistants, unless authorized;
 - carry or display any flag or banner; and
 - make exclusive use of any portion of any Board property, without a permit.

- 2.28 No person shall allow or permit any dog of which he or she is the owner to run at large within Board property.
- 2.29 The owner of a dog shall remove forthwith excrement left by the dog anywhere on Board property.
- 2.30 If a person does contravene any of the posted rules and regulations at any of the facilities set out in this subsection, the principal/manager of the Board property or facility or designate, may direct that person to leave the Board's property or facility.

Disturbances

- 3.1 No person shall, on Board property, cause or create any unnecessary noise or disturbance which contravenes the *Noise Control By-Law* of the City of Brantford, County of Brant, County of Norfolk or County of Haldimand Municipal Code.
- 3.2 No person shall turn on or tamper with any lighting control equipment or facilities on Board property.

Traffic and Vehicular Control

- 4.1 No person shall use any part of Board property for the purpose of instructing, teaching or coaching any person in the driving or operation of a motorized vehicle.
- 4.2 No person shall park a vehicle, except in a designated parking area.
- 4.3 No person shall park a vehicle in a designated parking area at any time without the express permission of the principal or supervisor.
- 4.4 No person shall operate a vehicle on Board property except in areas specifically designated for use for that type of vehicle.
- 4.5 No person shall drive a motorized snow vehicle or all terrain vehicle (ATV).
- 4.6 No person may park or store or leave a motor vehicle in front of a building, emergency exit, walkway or entrance to any building or structure, which might in any way interfere with the normal flow of traffic on a roadway or parking lot.
- 4.7 Where proper signs have been erected indicating one-way traffic on any roadway, no person shall drive a vehicle on the roadway except in the direction indicated by the signs.
- 4.8 An officer may in cases of fire, accident, traffic congestion or other emergency, direct traffic into such channels as are necessary to prevent or relieve congestion.

- 4.9 No person shall use any form of motorized recreational passenger vehicle or operate an off-road vehicle as defined in the *Off-Road Vehicles Act*.
- 4.10 No person owning or operating a bicycle shall allow such bicycle to exceed a speed of eight (8) kilometers per hour within Board property. At places of frequent pedestrian usage, all cyclists are required to dismount and walk their bicycles for public safety.
- 4.11 Where any vehicle is parked or left in contravention of any of the provisions of this policy, a principal/supervisor may cause the vehicle to be removed or taken to or placed or stored in a suitable place at the owner's expense.

Use of Facilities Permits

- 5.1 Permits issued for activities contemplated in the policy may be subject to such fees as Trustees shall from time-to-time establish.
- 5.2 Permits issued for activities contemplated in the policy may include conditions as to time, location, area, equipment, number of participants, type of activities, release, indemnity and insurance coverage.
- 5.3 Permit holders requiring additional services that are above the regular services provided in Board property may be subject to additional fees for such services as Trustees from time-to-time establish.
- 5.4 The issuance of a permit pursuant to the policy shall not relieve any person from the necessity of acquiring any other license or permit required for such activity by any government or public authority.
- 5.5 The authority to issue permits referred to in the policy is delegated to the Trustees.

Encroachments

- 6.1 No person shall encroach upon or take possession of any Board property by any means whatsoever, including the construction, installation or maintenance of any fence or structure, the dumping or storage of any materials or plantings, or planting, cultivating, grooming or landscaping thereon.

Enforcement

- 7.1 Any principal/supervisor is authorized to inform any person of the provisions of this policy, to request compliance therewith, to enforce the provisions of this policy and order any person believed by such principal/supervisor to be contravening or who has contravened any provision of this policy:
- a) to desist from the activity constituting or contributing to such contravention;
 - b) to remove from Board property any animal or item owned by or in the control of such person which the supervisor/principal believes is or was involved in such contravention; or
 - c) to leave Board property.
- 7.2 Where any person contravenes any provisions of this policy or any person in a group to which a permit and/or licence has been issued, the permit and/or licence of such person or group to remain on that property is revoked.
- 7.3 Where any person contravenes any provision of this policy and refuses to desist from such activity or to leave the property, the principal/supervisor is authorized to inform the police and request that the police require the person or persons to leave the property.