
SCHOOL DISTRICT NO. 36 (SURREY)

No. 9200.1

REGULATION: SCHOOL CATCHMENT AREAS

1.0 ESTABLISHING AND CHANGING CATCHMENT AREAS

1.1 Catchment areas will be reviewed whenever:

- (a) a school is overcrowded;
- (b) a school is underutilized;
- (c) a school is identified for closure;
- (d) a new school is opened;
- (e) the Secretary-Treasurer directs that a review is to take place for reasons such as student safety or location of district programs.

1.2 The review will include existing conditions and projected enrolment changes.

1.3 The following personnel will participate in the review:

- (a) Principals of schools whose areas are under review;
- (b) Manager, Transportation Services;
- (c) Manager, Facilities & Demographics Planning;
- (d) Assistant Superintendents;
- (e) Assistant Secretary-Treasurer.

1.4 The Manager, Facilities & Demographics Planning, will consult with the Municipal Planning and Municipal Traffic Departments, as necessary.

2.0 FORMALIZING BOUNDARIES OR BOUNDARY CHANGES

2.1 The Assistant Secretary-Treasurer, in conjunction with the Manager, Facilities & Demographics Planning, will report recommended boundary changes to Executive Committee. The report will include:

- (a) a description and graphical presentation of the recommended changes with the reasons documented;
- (b) a recommendation with respect to timing;
- (c) a recommendation of how the decision should be communicated;
- (d) a recommendation of the implementation steps.

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- 2.2 The Secretary-Treasurer will communicate and direct appropriate personnel to undertake the required implementation.
- 2.3 The Manager, Facilities & Demographics Planning, will, after receiving the communication, ensure that up-to-date maps of school areas are available.
- 2.4 Each school principal will, after receiving formal communication, be responsible to:
 - (a) maintain an up-to-date map of the school catchment area; and
 - (b) inform the school community when changes are made to the school catchment area.

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