



# Parent/Guardian Fact Sheet for Pupil Accommodation Reviews

This fact sheet provides basic information about Pupil Accommodation Reviews and directs parents/guardians to sources for more detailed information.

The Ministry of Education has written a complete Guide to Pupil Accommodation Reviews for parents/guardians.

<http://www.edu.gov.on.ca/eng/policyfunding/PupilReview.html>

<http://www.edu.gov.on.ca/eng/policyfunding/GuidePupilReviews.pdf>

## 1. What is a Pupil Accommodation Review?

A Pupil Accommodation Review is a process that school boards must follow when there is a chance that a school may close because of low enrolment. The process is set by the Ministry of Education. School boards also have their own policies and procedures that they must follow.

<http://www.tdsb.on.ca/AboutUs/StrategyPlanning/ReferenceDocuments.aspx>

## 2. Why does the TDSB or any school board look at closing a school?

School boards may consider closing a school to improve educational opportunities for students. Low enrolment limits program options for students.

The Ministry of Education funds school boards according to the number of students. Empty spaces in schools, especially older buildings, are expensive to operate and maintain and are not funded.

## 3. What are the main steps of the review process?

- TDSB staff presents a report to start a Pupil Accommodation Review.
- The Board approves the start of the review.
- The school community is notified.
- A Pupil Accommodation Review Committee (PARC) is formed.
- The PARC has working meetings.
- At least two public meetings are held.
- The Board makes the final decision about the school closure.

The timelines are set by the Ministry of Education. There are different timelines for standard or modified review processes. Conditions for the modified process are described in the TDSB's policy and procedure.

<http://www2.tdsb.on.ca/ppf/uploads/files/live/88/1746.pdf> (Appendix A)

#### **4. How can parents/guardians get involved during a review?**

Parents/guardians can get involved by attending public meetings. The meeting dates are set well in advance and shared with the school community. Parents/guardians can also request to make a delegation to the Board's Planning and Priorities Committee.

<http://www.tdsb.on.ca/Leadership/Boardroom/Delegations.aspx>

#### **5. Where can parents/guardians find more information about a specific review?**

Information is shared at public meetings. It is also available on the TDSB website.

<http://www.tdsb.on.ca/accommodationreviews>

#### **6. Who decides to close a school?**

The Board of Trustees decides.

<http://www.tdsb.on.ca/Leadership/Trustees.aspx>

#### **7. What happens afterwards?**

If the Board of Trustees votes to close a school, students are directed to other area schools and are supported during the transition.

The Board of Trustees decides what will happen to the school property. This is a separate process that will involve the community. It may decide to sell all or part of it, lease it or keep it for other TDSB purposes.

If the Board of Trustees decides to sell a school property, it must follow a process set by the Ministry of Education in Ontario Regulation 444/98. The TDSB must first offer the property to other public organizations before it can be offered to private companies. The TDSB uses the Toronto Lands Corporation (TLC), the real estate subsidiary of the TDSB, to sell or lease closed school properties.

<https://www.ontario.ca/laws/regulation/980444>

<http://www.torontolandscorp.com/>

#### **8. Who can parents/guardians contact if they have questions about the review process?**

Parents/guardians can contact the school Principal, Superintendent of Education, TDSB Planning staff involved in the review or the Ministry of Education.

<http://www.edu.gov.on.ca/eng/policyfunding/reviewGuide.html>

<http://edu.gov.on.ca/eng/policyfunding/adminReview.pdf>

**9. Who can parents/guardians contact if they have questions about their child?**

Parents/guardians can contact the school Principal or Superintendent of Education.

<http://www.tdsb.on.ca/ContactUs/StepstoAddressQuestionsConcerns.aspx>