Toronto District School Board

September 9, 2021

Attachments: (2)

FS Viability Review Meeting Request

GU_FAC_275_Requests for Changes to C

Sent on behalf of Richard Christie, Senior Manager, Sustainability Office

To all Child Care Operators,

Please be advised that child care grounds projects (e.g., adding a new storage unit, changing the surfacing, replacing play features and providing new areas) require additional levels of review and approval before they can proceed. For more information see the attached **Requests for Changes to Outdoor Child Care Spaces guideline**. The following steps will help you initiate your grounds project.

1. Complete the attached **Request for a Viability Review Meeting form**. Be sure to review the request with the school Principal and have them sign it to acknowledge that they are aware of this request. Submit the form to Robin.McCrudden@tdsb.on.ca.
2. Robin will email you to arrange a date and time for you to meet with the School Grounds Business Process Analyst. The school Principal, Facility Team Leader, the School Grounds Design Consultant and a representative of TDSB Construction will be invited to attend this meeting.
3. The School Grounds Business Process Analyst will guide you through the design process and share the details of handover to the construction phase.

For Child Care Tenants, there is **no cost** for a School Grounds Design Consultation.

Please contact Robin.McCrudden@tdsb.on.ca or Gail.Bornstein@tdsb.on.ca if you have any questions or concerns.

Thank you,

Gail Bornstein, OALA, CSLA
Business Process Analyst, School Grounds
Sustainability Office, School Operations
Toronto District School Board
647-884-2318
| Gail.Bornstein@tdsb.on.ca

Child Care Services
Toronto District School Board
Tel: 416-394-2072
ccs@tdsb.on.ca