



WATERLOO REGION DISTRICT SCHOOL BOARD

DATE: November 22, 2016
TO: All Permit Holders
FROM: WRDSB Rentals Department
RE: Footwear and Weather Cancellations

You are receiving this information as you have an active rentals account with the Waterloo Region District School Board. With the weather beginning to change, we would like to take this opportunity to remind you of a few items:

1) Footwear

Outdoor boots or shoes must NOT be worn in the gym. Participants and spectators in your program should leave their outdoor shoes and boots at the entrance to the gym or place them in a plastic bag to take them into the gym. If you are unsure of where to leave your wet footwear, please speak with the custodian on duty.

In addition, please make sure all members of your group wear non-marking shoes in the gyms or multipurpose rooms for sports or recreational activities.

2) Weather Cancellations

All use of schools shall be cancelled when schools are closed due to inclement weather or any other causes beyond the control of the WRDSB. If a school is closed during the day, it will NOT be open for permits that evening. School closures will be posted to the board website, Twitter feed and local media outlets. If the schools are open during the day but the weather is questionable, please notify the Rentals Department of your cancellation by 3:00pm on the day of the booking. Late cancellation charges will be waived if you call Rentals and leave a voice mail at 519-570-0003 extension 4356 indicating your permit number, the name of the school and the name of your group. If you do not notify the Rentals Department by 3:00pm on the day of the booking and do not show up for your rental, a No Show fee will apply plus custodial fees if applicable.

If your inclement weather cancellation is for a weekend date, late cancellation charges will be waived if you notify the Rentals Department of your cancellation by 7:00am on the day of the booking. In addition, please call the WRDSB answering service at 519-749-3838 to notify them of the cancellation. Please indicate your permit number, the name of the school



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and the name of your group in the voice mail. If you do not notify the Rentals Department by 7:00am on the day of the booking and do not show up for your rental, a No Show fee will apply, plus custodial fees if applicable.

If you have any questions, please feel free to contact Julie Keip at 519-570-0003 x 4605 or at julie_keip@wrdsb.on.ca

As per the Ministry of Education directive, school day activities, extra-curricular activities and parent involvement activities organized or administered by the school or school board have priority use of school space during and after regular school hours.

In order to create affordable access to community facilities, the Government of Ontario provides a Community Use of Schools Grant that allows school boards to charge subsidized rental rates for non-profit groups. The annual subsidies offered are contingent upon Ministry funding. The Waterloo Region District School Board reserves the right to allocate the subsidy in such a manner to ensure that Community Use of Schools Program is offered at no cost to the Board. The Waterloo Region District School Board may change the way the subsidy is allocated year over year and determine the priority in which the subsidy will be applied.

A subsidy for a user group for an event is not a guarantee or commitment that future events will be subsidized in the same manner. Our primary goal is to subsidize local not for profit organizations who provide support and programming for local youth (under the age of 18 or under the age of 28 for participants with a disability).