

BUILDING CHANGES AND INSTALLATION OF TEACHER OWNED EQUIPMENT

Background

The District will ensure that building changes and equipment installation is well-planned, that student and teacher health and safety are protected and that the District and its employees are protected from allegations of negligence.

Procedures

1. All changes to buildings, e.g., relocation of fixed items, modifications, installations, design painting of walls, etc. require the approval of the Manager of Operations.
 - 1.1. Requests shall be submitted in the work request system ([FAME](#)) to the Manager of Operations by the Principal.
2. Where necessary, the Manager of Operations shall obtain a further opinion re: design, strength, safety, etc.
3. Installation of teacher owned equipment in schools is not encouraged. Any requests shall be submitted in writing to the Manager of Operations by the Principal, outlining reasons for the proposed installation.

Reference: Sections 20, 22, 23, 65, 85 School Act
Occupational Health and Safety Regulation
National Building Code
National Fire Code

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