

BOARD ADMINISTRATIVE PROCEDURE	
ADMINISTRATIVE PROCEDURE <b>Opening and Blessing of New Schools and New Additions</b>	ADMINISTRATIVE PROCEDURE NUMBER <b>209</b>
DIRECTIONAL POLICY <b>200 – Catholic Education</b>	

**TITLE OF ADMINISTRATIVE PROCEDURE:**

Opening and Blessing of New Schools and New Additions

**DATE APPROVED:**

May 2021

**PROJECTED REVIEW DATE:**

May 2027

**DIRECTIONAL POLICY ALIGNMENT:**

The Opening and Blessing of New Schools and New Additions Administrative Procedure aligns with *Directional Policy 200 – Catholic Education* by showcasing the expansion of Catholic education and liturgically expressing God's generosity and love through an official opening and blessing for all new schools and new additions to existing schools.

**ALIGNMENT WITH MULTI-YEAR STRATEGIC PLAN:**

The Opening and Blessing of New Schools and New Additions Administrative Procedure puts into action the Board's commitment to educate students in faith-filled learning communities.



## Strategic Priorities 2017-2020

### Vision

Achieving Excellence in Catholic Education  
LEARN • LEAD • SERVE

### Mission

To educate students in faith-filled, safe, inclusive Catholic learning communities by nurturing the mind, body and spirit of all.

#### LEARN

Achieve excellence in instruction and assessment to enable all students to become reflective, self-directed, lifelong learners.

#### LEAD

Foster critical thinking, creativity, collaboration, and communication, to enable all students to realize their God-given potential.

#### SERVE

Inspire engagement and commitment to stewardship for creation to enable all students to become caring and responsible citizens.

### ACTION REQUIRED:

All new schools and new additions to existing schools in the Peterborough Victoria Northumberland and Clarington Catholic District School Board shall have an official solemn opening and blessing ceremony.

The opening and blessing ceremony shall be held as soon as possible after a new school or new addition to an existing school is completed and occupied.

The event shall be held within 60 days of the occupancy unless there are extenuating circumstances.

Acknowledging that the land we gather and learn on every day is the traditional territories of the Mississauga Anishinaabeg, the board will invite representation from the Williams Treaty First Nations Peoples who live in the jurisdiction of the new school or addition to participate in the official opening and blessing ceremony.

An Official Opening and Blessing Ceremony Committee consisting of the chair of the board, local area trustee(s), director of education, superintendent, principal, vice-principal (where applicable), manager of communications, Diocese of Peterborough representative, First Nation, Métis, and Inuit Advisory Committee and Accessibility for All Committee representatives, Catholic school council representative, and student council representative (if a secondary school) shall be established to organize the event.

**RESPONSIBILITIES:****The Board of Trustees is responsible for:**

- Ensuring alignment of this administrative procedure with the Catholic Education Directional Policy
- Reviewing the Opening and Blessing of New Schools and New Additions Administrative Procedure as part of its regular policy and procedure review cycle

**The Chairperson of the Board is responsible for:**

- Participating as a member in the opening ceremony committee

**Trustees are responsible for:**

- Acting as the master/mistress of ceremonies if the official opening takes place in their local area
- Participating as a member in the opening ceremony committee if the official opening takes place in their local area

**The Director of Education is responsible for:**

- Designating resources for ensuring the implementation of and compliance with this Administrative Procedure
- Acting as the chair of the opening ceremony committee and establishing a budget for the event

**Family of Schools Superintendents are responsible for:**

- Participating as a member in the opening ceremony committee if the opening takes place in their family of schools

**Principals/VPs are responsible for:**

- Participating as a member in the opening ceremony committee if the opening takes place at their school

**PROGRESS INDICATORS:**

- Presentation of this AP to the First Nation, Métis, and Inuit Advisory Committee and Accessibility for All Committee

**DEFINITIONS:****New Addition**

This administrative procedure applies to significant new additions to existing school facilities which would substantially increase the square-footage of the school and/or create new learning space that has a significant impact on the school community such as a new learning commons (library), gymnasium or kindergarten wing.

**RESOURCES:**

Official Opening and Blessing of New Schools and New Additions Guidelines