



Community Use of Schools Classification, Processing Fees and Rates

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Class B: Negotiated Agreements

Fees agreed to by Board and user. Examples include childcares and film companies.

Class C: Community Groups: Not-For-Profit Youth Related Community Groups

C: Not-for-profit Youth related Community Groups – Leadership Activities run by local not-for-profit youth groups such as Boy Scouts, Girl Guides, 4H Clubs and Cadets as well as Seniors groups. Youth groups are those where the participants are under the age of 18 or under the age of 28 for groups serving people with a disability.

- During the school week the facility will be at no charge and the non-school day rate will be \$39.21/hr for use of the gym or classroom. A non-refundable processing fee of \$45.65 is charged for each school permit. Caretaking and Facility charges for the non-school days are covered by a Ministry grant.

Class D: Community Groups: Not-For-Profit Children’s Sport and Recreation Community Groups

D: Not-for-profit recognized children’s sport and recreation service providers - Examples include municipalities, children’s service clubs, children’s Sport Associations, etc.

- These groups will pay per use for each classroom, or other requested space except for the gymnasium which is billed on an hourly basis. The non-school day rate will be \$39.21 /hr for use of the gym or classroom. A non-refundable processing fee of \$45.65 is charged for each school permit. Caretaking and Facility charges for the non-school days are covered by a Ministry grant.

Class E: Community Groups: Not-For-Profit Service-Oriented Agencies/Groups that are Mixed Adult/Child Activities With or Without Admission/Participation Fee

E: Other Adult or Children’s Recreation or Leisure such as local service clubs, community health associations, adult/children leisure or recreational activities operated by service groups, sports associations, community groups, etc.

- These groups will pay per use for each classroom or other requested space except for the gymnasium which is billed on an hourly basis. The non-school day rate will be \$58.85/hr for use of the gym or classroom. A non-refundable processing fee of \$45.65 is charged for each school permit. Caretaking and Facility charges for the non-school days are covered by a Ministry grant.

Class F: Community Groups: Not-For-Profit Non-Recreational Community Activities

F: Not for Profit Non-recreational community activities. Examples include tutoring, mental health or wellness programs, meetings, cultural or faith activities, banquets, weddings, parties, recitals, craft shows, etc.

- These groups will pay per use for each classroom or other requested space except for the gymnasium which is billed on an hourly basis. A non-refundable one booking processing fee of \$57.91 is charged for each school permit, for multiple permits the non-refundable processing fee is \$140.62. A minimum of 4-hour caretaking fees, and facility fees are charged at an hourly rate for non- school day bookings.

Facility (Weekday Rates) The following rates are as per anticipated Ministry Grant for 2022/2023 year. If funding does not occur, rates will be restored, and a new invoice will be issued.	Not-for-profit Youth related Community Groups	Not-for-profit Youth Sports & Recreation Community Groups	Adult / Children Leisure	Non-Recreational Community Activities
Category	C	D	E	F
Classroom/Lunchroom	N/C	\$5.28	\$9.13	\$22.36
General Purpose Room Elementary	N/C	\$2.86/hr	\$4.59/hr	\$17.90/hr
Gymnasium – Elementary	N/C	\$2.86/hr	\$4.59/hr	\$22.27/hr
Gymnasium – single –Secondary	N/C	\$2.86/hr	\$4.59/hr	\$22.27/hr
Gymnasium – double – Secondary	N/C	\$2.86/hr	\$4.59hr	\$44.67/hr
Cafeteria – Secondary (without kitchen)	N/C	\$5.28	\$9.13	\$89.31
Cafeteria – Secondary (with kitchen)	N/C	\$5.28	\$9.13	\$133.97
Library – Elementary	N/C	\$5.28	\$9.13	\$66.94
Library – Secondary	N/C	\$5.28	\$9.13	\$89.31
Special Room or area determined at time of application for permit	N/C	\$5.28	\$9.13	\$133.97
Single / Multi-use processing fee	\$45.65	\$45.65	\$45.65	\$57.91/\$140.62
Saturday Caretaking Fees (minimum 4 Hours)	Paid by Grant	Paid by Grant	Paid by Grant	\$47.30/hr
Sunday/ Statutory Holiday Caretaking Fees (minimum 4 hours)	Paid by Grant	Paid by Grant	Paid by Grant	\$61.26/hr
Weekend Facility Fees	Paid by Grant	Paid by Grant	Paid by Grant	\$37.70/hr

Commercial Groups: Any Business that is Operated as a Corporation, Partnership or Proprietorship

- These groups will pay per use for each classroom or other requested space except for the gymnasium which is billed on an hourly basis. A non-refundable one booking processing fee of \$57.91 is charged for each school permit, for multiple permits the non-refundable processing fee is \$140.62. A minimum of 4-hour caretaking fees, and facility fees are charged at an hourly rate for non-school day bookings.

G: Individuals or groups providing services or programs to the community and charging an admission, participation and/or user fee (paid supervision or instruction), such as

- music, dance, drama, gymnastics instruction, martial arts, etc.

H: Groups involved in providing non-credit commercial education programs including private schools.

- Tutoring programs and recitals.

I: Corporations providing but not limited to employee or client functions, employee training sessions, meetings, seasonal parties, etc.

Commercial Groups: Any Business that operates as a Corporation, Partnership, or Proprietorship

FACILITY	COMMERCIAL RECREATIONAL PROGRAMS	COMMERCIAL EDUCATION PROGRAMS INCLUDING PRIVATE SCHOOLS	OTHER PROFIT VENTURES
	G	H	I
Classroom / Lunchroom	\$24.80	\$31.81	\$157.14/ \$297.70
General Purpose Room Elementary	\$19.82/hr	\$25.81/hr	\$136.57/hr
Gymnasium – Elementary	\$24.80/hr	\$32.25/hr	\$144.68/hr
Gymnasium - single – Secondary	\$24.80/hr	\$32.25/hr	\$144.68/hr
Gymnasium – double – Secondary	\$49.65/hr	\$64.24/hr	\$285.05/hr
Cafeteria – Secondary (without kitchen)	\$99.22	\$129.02	\$661.57
Cafeteria – Secondary (with kitchen)	\$148.85	\$193.53	\$843.47
Library – Elementary	\$74.44	\$104.60	\$264.63
Library – Secondary	\$99.22	\$129.02	\$264.63
Special Room or area determined at time of application for permit	\$148.85	\$148.85	\$148.85
Multi-use processing fee	\$140.62	\$140.62	\$140.62
Single use processing fee	\$57.91	\$57.91	\$57.91
Saturday Caretaking Fees (minimum 4 hours)	\$47.30/hr	\$47.30/hr	\$47.30/hr
Sunday/ Statutory Holiday Caretaking Fees (minimum 4 hours)	\$61.26/hr	\$61.26/hr	\$61.26/hr
Weekend Facility Fees	\$60.28/hr	\$60.28/hr	\$60.28/hr

SCHEDULE “B”

EQUIPMENT, FURNITURE, AND SPORTS EQUIPMENT

If the Board cannot supply the required amount or type of furniture or equipment it will be the responsibility of the permit holder to supply the additional furniture or equipment.

For rates C, D, and E the following rates are as per anticipated Ministry Grant for 2022/2023 year. If funding does not occur, rates will be restored, and a new invoice will be issued.

Furniture Categories D, and E	Per Use	Up To 9 Uses	Up To 19 Uses	20 and Over
Chairs – per 100	\$20.03	\$60.62	\$80.85	\$161.69
Tables – per table	\$4.01	\$12.11	\$16.09	\$32.33
Podium	\$6.68	\$20.19	\$26.94	\$53.91
Upright piano, plus tuning if required	\$46.67	\$141.47	\$188.64	\$377.28
Grand piano, plus tuning if required	\$80.04	\$242.54	\$328.13	\$646.77

Flip Charts	\$4.01	\$12.12	\$16.09	\$32.34
All related piano tuning costs are the responsibility of the permit holder.				

Furniture Categories F,G,H, and I	Per Use	Up To 9 Uses	Up To 19 Uses	20 and Over
Chairs – per 100	\$24.80	\$74.44	\$99.22	\$198.51
Tables – per table	\$5.15	\$33.62	\$79.47	\$173.75
Podium	\$8.25	\$57.88	\$127.90	\$247.98
Upright piano, plus tuning if required	\$57.88	\$174.15	\$231.51	\$463.01
Grand piano, plus tuning if required	\$99.22	\$297.71	\$396.93	\$767.20
Flip Charts	\$4.95	\$33.74	\$79.47	\$173.75
All related piano tuning costs are the responsibility of the permit holder.				

Equipment Categories D and E	Per Use	Up to 9 Uses	Up to 19 Uses	20 and over
TV, VCR, Projector, Overhead, etc.	\$19.86	\$59.46	\$79.24	\$158.51
P.A. Systems – Elementary	\$26.48	\$79.24	\$105.67	\$209.96
Each Microphone	\$6.63	\$19.81	\$26.40	\$53.91
P.A. System – Secondary	\$39.67	\$118.90	\$158.51	\$317.06
Stage Lighting – Elementary	\$26.48	\$79.24	\$105.67	\$206.96
Stage Lighting – Secondary	\$79.37	\$237.78	\$317.06	\$634.10

Electronic Score Clocks are available only with school permission. All costs to be determined at time of approval of said equipment.

Equipment Categories F, G, H and I	Per Use	Up to 9 Uses	Up to 19 Uses	20 and over
TV, VCR, Projector, Overhead, etc.	\$25.09	\$74.44	\$99.69	\$198.51
P.A. Systems – Elementary	\$33.48	\$99.22	\$132.32	\$264.63
Each Microphone	\$8.35	\$57.88	\$132.32	\$243.13
P.A. System – Secondary	\$50.20	\$148.86	\$198.51	\$396.99
Stage Lighting – Elementary	\$33.48	\$99.22	\$132.32	\$264.63
Stage Lighting – Secondary	\$100.39	\$297.71	\$396.93	\$793.47

Electronic Score Clocks are available only with school permission. All costs to be determined at time of approval.

Specialized equipment (e.g. P.A. system, lighting) in secondary schools can be operated by authorized personnel provided by the school and paid for by the permit holder, directly to the secondary school, at the current hourly rate.

Note: Arrangements for use of equipment, furniture, and sports equipment must be made at the time of permit booking and confirmed by the permit holder with the school.

Sports Equipment Categories D and E	Single Use	Up To 9 Uses	Up To 19 Uses	20 And Over
Basketball hoops except "D"	\$6.55	\$19.63	\$26.17	\$52.31
Basketballs or Volleyballs	\$6.55	\$19.63	\$26.17	\$52.31
Basketballs and Volleyballs	\$10.45	\$30.36	\$41.74	\$62.84
Badminton or Volleyball standards	\$6.55	\$10.45	\$19.63	\$32.71
Badminton or Volleyball nets	\$6.55	\$10.45	\$19.63	\$32.71
Nets and standards	\$13.07	\$20.92	\$39.21	\$65.38

Volleyball nets, standards, balls	\$19.63	\$45.76	\$58.86	\$85.01
Floor Hockey Nets	\$6.55	\$19.63	\$26.83	\$52.31
Gym apparatus, including mats	\$19.63	\$45.85	\$58.86	\$85.01
Mats	\$13.07	\$26.17	\$39.21	\$65.38

Sports Equipment Categories F, G, H and I	Single Use	Up To 9 Uses	Up To 19 Uses	20 And Over
Basketball hoops	\$8.24	\$24.80	\$33.76	\$77.92
Basketballs or Volleyballs	\$8.24	\$24.80	\$33.76	\$57.91
Basketballs and Volleyballs	\$13.21	\$39.68	\$52.94	\$79.40
Badminton or Volleyball standards	\$8.24	\$13.21	\$24.80	\$42.76
Badminton or Volleyball nets	\$8.24	\$13.21	\$24.80	\$42.76
Nets and standards	\$16.55	\$26.51	\$52.94	\$82.69
Volleyball nets, standards, balls	\$24.80	\$57.91	\$74.44	\$107.48
Floor Hockey Nets	\$8.24	\$24.80	\$33.09	\$77.92
Gym apparatus, including mats	\$24.80	\$57.91	\$74.44	\$107.48
Mats	\$16.55	\$33.07	\$49.65	\$82.69

Note: York Region District School Board does not supply nets for soccer permits.

SCHEDULE “E”

Summer Not For Profit Children, Municipal And Adult Recreation Programs

Monday – Friday Rates

For rates C, D, and E the following rates are as per anticipated Ministry Grant for 2022/2023 year. If funding does not occur, rates will be restored, and a new invoice will be issued.

SCHOOL FACILITIES	FACILITY FEE
Classroom	\$13.92 per day
Lunchroom	\$15.37 per day
General Purpose – Elementary school, exclusive space min 8 hrs, if you go over 8 hours you will be charged an hourly rate until the end of your permit.	\$3.84/hr
Gymnasium (single) – secondary school, shared space min 4 hrs, if you go over 4 hours you will be charged a minimum of 8 hours.	\$7.68/hr
Gymnasium (single) – secondary/elementary school, exclusive space min 8 hrs, if you go over 8 hours you will be charged an hourly rate until the end of your permit.	\$3.84/hr
Gymnasium (double) – secondary school, shared space min 4 hrs, hrs if you go over 4 hours you will be charged a minimum of 8 hours.	\$7.68/hr
Gymnasium (double) – secondary school, exclusive space min 8 hrs if you go over 8 hours you will be charged an hourly rate until the end of your permit.	\$6.71/hr
Cafeteria	\$38.45 per day

Summer for Profit Programs and Non Recreational Not for Profit Programs

Monday – Friday Rates

SCHOOL FACILITIES	FACILITY FEE
Classroom	\$31.19 per day
Lunchroom	\$34.40 per day
General Purpose – Elementary school, exclusive space min 8 hrs, if you go over 8 hours you will be charged an hourly rate until the end of your permit.	\$8.60/hr
Gymnasium (single) – secondary school, shared space min 4 hrs, if you go over 4 hours you will be charged a minimum of 8 hours.	\$17.21/hr
Gymnasium (single) – secondary/elementary school, exclusive space min 8 hrs, if you go over 8 hours you will be charged an hourly rate until the end of your permit.	\$8.60/hr
Gymnasium (double) – secondary school, shared space min 4 hrs, if you go over 4 hours you will be charged a minimum of 8 hours.	\$17.21/hr
Gymnasium (double) – secondary school, exclusive space min 8 hrs if you go over 8 hours you will be charged an hourly rate until the end of your permit.	\$8.60/hr
Cafeteria	\$85.82 per day

Field Use:

The following rates are as per anticipated Ministry Grant for 2022/23 year. If funding does not occur, rates will be restored, and a new invoice will be issued.

Community Group	Elementary Field	Secondary Field
Child Based User Group (Under 18)	\$6.55/hr	\$7.85/hr
Adult Based User Group (Over 18)	\$12.93/hr	\$14.64/hr

Please note:

All fees are subject to applicable taxes.

All fees are payable in advance. Interac, Cash, Cheques and Credit Cards (Visa or MasterCard are accepted). Post-dated payments may be arranged for accounts over \$540.

NSF charge of **\$57.88** + HST

\$17.09 + HST administrative fee to any permits after 3 revisions have been requested by the permit holder.

Users requesting a cafeteria kitchen to be leased to concessionaires will need to negotiate a fee and arrangements for use of kitchen facilities.

Facility permits for gymnasiums and general purpose rooms are usually in 2-hour use blocks from 6:00 PM to 8:00 PM and from 8:15 PM to 10:15 PM. If the permit requests less than 2 hours an hourly rate will be used. In the event that the permit holder requests more than two hours, an hourly rate will be used unless the space is requested by another client in which case the original permit holder will either pay for the remaining 2 hours or relinquish the additional time.