

Subject: **Modular Classroom Units (Portable)**
Effective: Sept. 15, 1977
Revised: *June 1994; July 1, 2001*

1.0 PURPOSE

This policy establishes the procedure for the request and use of modular units.

2.0 APPLICATION

This policy applies to all school districts.

3.0 DEFINITIONS

None

4.0 LEGAL AUTHORITY

[Education Act](#) – Section:

45(4)(d) The Minister, in consultation with the District Education Council concerned, may construct and furnish schools, school district offices and other school buildings.

5.0 GOALS / PRINCIPLES

When an existing classroom has been destroyed, no satisfactory alternative space is available, or a school is fully occupied due to an increase in student enrolment, the use of modular units may be necessary to accommodate students.

6.0 REQUIREMENTS / STANDARDS

6.1 A District Education Council must forward requests for the installation and relocation of modular units to the Director of Educational Facilities, prior to May 31st of each school year. The following information must be provided with each request:

- the reason the modular unit is required;
- the location of the school;
- the pupil statistics regarding the school;

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- the effect of the modular unit on school bus transportation, and
- the floor plan of existing facilities including modular classroom units already in use. This plan shall show the utilization of each classroom.

6.2 Modular units, once delivered and installed on the site, are the responsibility of the District Education Council. During the term of their use, they must be maintained at the standard established by the Department of Education for school facilities.

6.3 A modular classroom will be removed from a school site, as a result of declining enrolment levels or the construction of a permanent facility, or if the modular classroom unit is required at an alternate location.

7.0 GUIDELINES / RECOMMENDATIONS

None

8.0 DISTRICT EDUCATION COUNCIL POLICY-MAKING

A District Education Council may establish policies regarding the use of modular units, not inconsistent with this policy.

9.0 REFERENCES

None

10.0 CONTACTS FOR MORE INFORMATION

Department of Education – Educational Facilities Branch
(506) 453-2242

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