



Administrative Procedure 7015

Emergency Use of Schools

Board Governance Policy Cross Reference: [1](#), [13](#), [14](#)

Administrative Procedures Cross Reference:

Form Cross Reference:

Legal/Regulatory Reference:

Date Adopted: May 1990

Date Amended: December 2017

Subject to the availability of space at any given time, the Brandon School Division shall provide alternate emergency accommodation for various institutions and/or groups of people as required by the Emergency Measures Office, City of Brandon.

Arrangements for the assignment of this space shall be made through the Office of the Superintendent/CEO or in the absence of the Superintendent/CEO, through the Office of the Secretary-Treasurer.

Keys and Access Cards to designated buildings shall be held by the Brandon Fire Department.

Schools designated for general emergency uses shall be:

Crocus Plains Regional Secondary School
1930 – 1st Street

Neelin High School
1020 Brandon Avenue

École New Era School
527 Louise Avenue

CROCUS PLAINS REGIONAL SECONDARY SCHOOL

Gymnasium: Could be sectioned to be used for temporary sleeping quarters.

Washrooms are available in fairly close proximity.

Cafeteria: Could accommodate approximately 300 people. Food would have to be supplied.

Multi-Purpose Theatre: Could accommodate approximately 100 people.

NEELIN HIGH SCHOOL

Accessible at ground level.

The Agricultural Centre is located across from the gymnasium, giving easy access to the cafeteria and other facilities at the Centre.

Gymnasium: Could be sectioned to be used for temporary sleeping quarters. Washroom and shower facilities available adjacent to the gym.

Canteen: Can be reached from the gymnasium. Limited cooking available.

ÉCOLE NEW ERA SCHOOL

Accessibility is difficult.

Gymnasium: Approximately 6,000 square feet available. Washroom and shower facilities available adjacent to the gym.

Cooking facilities limited.