



Policy Name:	Policy on the Naming or Renaming of a School or Center Centre
Policy Number:	BXXX-XXXXXXXX replacing policy number B45-19990518
Date Received at Executive:	April 2, 2024
Date Received at Council:	2024XXXX
Consultation Period:	April 19, 2024 to June 2, 2024
Date Approved by Council:	May 18, 1999 24XXXX

1. General

1.1 All proposed names for schools or centres subject to this policy must be submitted to the “*Commission de toponymie du Québec*” before a new name can be made public.

1.2 At Riverside School Board, we welcome diversity in the naming or renaming of our schools and centres.

1.3 The Equity Statement will be factored in when naming or renaming of a school or centre.

2. Guidelines

2.1 Schools or ~~centers~~ centres may be given a name to correspond with:

- the name of the street on which the building faces;
- the historical name of the district;
- the name of the community in which the school is located;
- a name chosen by the Council of Commissioners in consultation with, or as recommended by, the Governing Board of the school or ~~center~~ centre concerned in the event of renaming a school or ~~center~~ centre;
- the name of a person who has made a significant contribution in the field of education, at the municipal, provincial or federal levels;
- the name of a famous Canadian person considered to be a role model for students;
- a name which reflects the mozaic of Riverside School Board.

2.2 Schools or ~~center~~ centre may be named using acronyms which relate to the orientation of a school (e.g. TAS – The Alternate School).



Riverside School Board

- 2.3** A school or ~~center~~ centre named after a person shall be known by the full name of the individual and a plaque, which includes a short biography, shall be placed in the entrance hall of the building concerned.
- 2.4** The name of a school or ~~center~~ centre shall not be similar to that of an existing school or ~~center~~ centre in the Province.
- 2.5** The name of a school or ~~center~~ centre shall be in English. An appropriate French equivalent may be considered.
- 2.6** All names of schools or ~~center~~ centre must be approved by the Council of Commissioners for Riverside School Board.

3. New Schools or ~~Centers~~ Centres

- 3.1** Names proposed for new schools or new ~~center~~ centre may be initiated at the Board level and shall include the history and biography, if applicable, then shall be forwarded to the Governing Board representing students affected or the Parents' Committee for consultation.
- 3.2** Names suggested (at least two) by the Governing Board or Parents' Committee concerned shall include the history and biography, if applicable. This information shall be forwarded to the Director General who will present the names to the Council of Commissioners.

4. Renaming of Schools or Centres

The Council of Commissioners may consider renaming a school or ~~center~~ centre if:

- the school or ~~center~~ centre has been transferred from one school board to another;
- there is a change in the orientation of a school or ~~center~~ centre, which has received prior approval by the Council of Commissioners;
- a request is submitted for the renaming of a school or ~~center~~ centre by the Governing Board of the school or ~~center~~ centre concerned, supported by the administration of the school or centre. The request must state the reasons for the name change and provide historical information related to the existing name of the school or centre;
- the amalgamation of schools or ~~center~~ centre occurs.

Requests shall be forwarded to the Director General who will present the names to the Council of Commissioners.

General

~~9.0 All proposed names for schools or centers subject to this~~



Riverside School Board

~~policy must be submitted to the "Commission de toponymie du Québec" before a new name can be made public.~~