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**Subject:** Naming of Public Schools  
**Effective:** November 2, 2006  
**Revised:** January 17, 2007

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**1.0 PURPOSE**

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This policy provides a provincial framework for the naming of public schools.

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**2.0 APPLICATION**

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- 2.1** This policy applies to the Department of Education, school districts and District Education Councils (DEC).
- 2.2** The same process applies to the naming of a new school and the renaming of an existing school, including schools housed in community centres and schools located in leased properties.
- 2.3** This policy does not apply to the naming of a school room (e.g. theatre, library, gymnasium or play area). This is the responsibility of the DEC.
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**3.0 DEFINITIONS**

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None

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**4.0 LEGAL AUTHORITY**

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[Education Act](#)

Section 2 – Establishment of schools

2(1) A District Education Council may, with the approval of the Minister and for the purpose of providing public education, establish schools within the school district for which the District Education Council is established.

Section 45 – School property

45(1) All school property is vested in the Minister.

45(2) A District Education Council shall, at all times, have management, care and control of all school property in the school district for which the District Education Council is established, until such time as the school property is declared surplus by the District Education Council.

ORIGINAL SIGNED BY

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**MINISTER**

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**5.0 GOALS / PRINCIPLES**

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- 5.1 Under subsection 45(1) of the *Education Act*, all school property is vested in the Minister and, as such, the naming of a school is the responsibility of the Minister. This process is undertaken in collaboration and in consultation with the DEC concerned and the local community.
- 5.2 The Department of Education values the important role schools play in the promotion and preservation of the local culture.
- 5.3 The naming of schools occurs in a consistent and transparent manner in consideration of the local community.

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**6.0 REQUIREMENTS/STANDARDS**

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- 6.1 Prior to the naming of a school, a naming committee will be initiated. The school district will support the functions of this committee.
- 6.2 This committee will comprise a DEC member named by the DEC, a school district official named by the Superintendent and a Department of Education official named by the Minister. The DEC will also name a representative of the local community to sit on the committee to ensure local interests are reflected in the process.
- 6.3 The committee will consult the community regarding the new name and provide three recommendations to the DEC. The DEC will, in the form of a letter to the Minister, briefly outline the consultation undertaken and the reasons supporting each recommendation.
- 6.4 During consultation, the naming committee may not exclude categories of names for consideration (e.g. political, religious, living persons).
- 6.5 The Minister will select a name from among those submitted by the naming committee. A public announcement of the new name will be made by the Minister, jointly with the DEC.

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**7.0 GUIDELINES / RECOMMENDATIONS**

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- 7.1 Requests from the public to name a school should be directed to the DEC, who will determine whether to request that the Minister establish a naming committee.
- 7.2 It is recommended that DEC's involve Parent School Support Committees (PSSC) in the consultation regarding the naming of schools.
- 7.3 If the naming committee decides to initiate a call for names in order to assist in the development of recommendations for the Minister, it must be made clear to participants that the names resulting from the call will be considered as part of the recommendations for the Minister and not the final choice for the name of the school. As such, a "winning" name must not be publicly announced by the naming committee.

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**8.0 DISTRICT EDUCATION COUNCIL POLICY-MAKING**

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**8.1** DEC's may develop a policy that is more comprehensive than this provincial policy to address issues such as a call for names and public requests to name local schools.

**8.2** The naming of a school room (e.g. theatre, library, gymnasium or play area) is a decision of the DEC, in consultation with the PSSC.

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**9.0 REFERENCES**

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None

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**10.0 CONTACTS FOR ADDITIONAL INFORMATION**

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

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**MINISTER**