

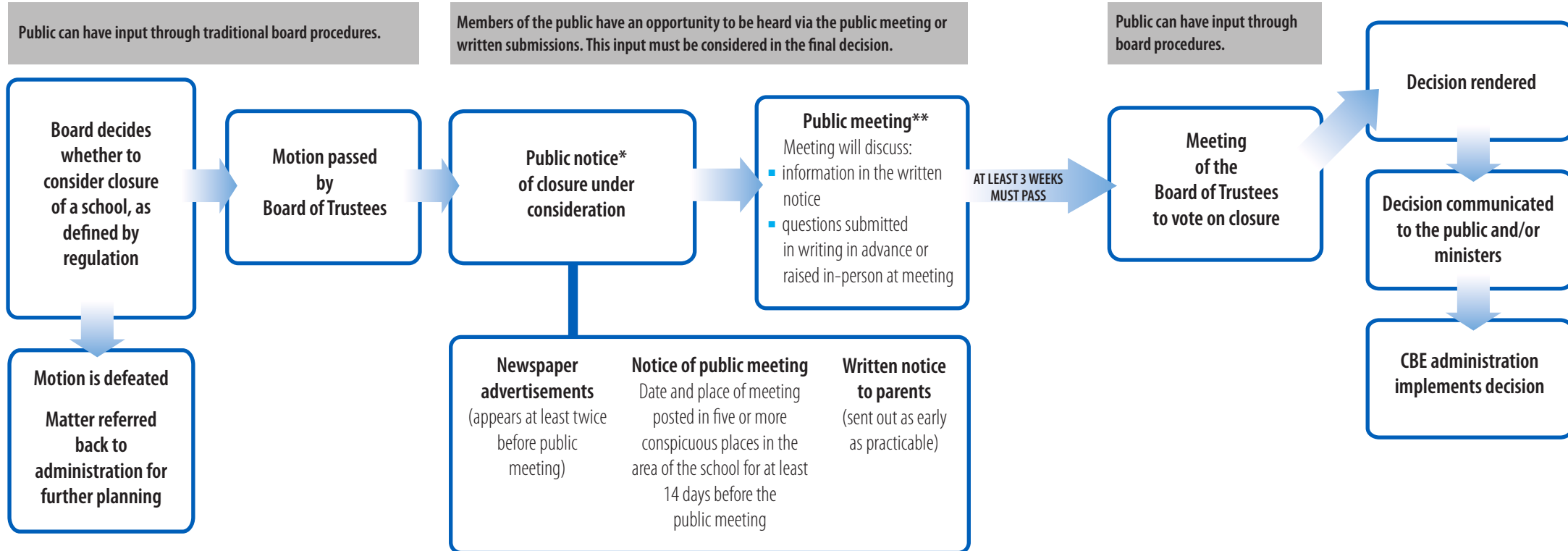
# Provincial Closure of Schools Regulatory Process

## Closure of Schools Regulation, Alberta Regulation 238/1997

**Sept 1** All school closure procedures shall be initiated and completed within the school year in which the decision to close is made\* **Aug 31**

\* Minister may extend this timeframe, upon written request.

▪ Municipal council must be given the opportunity to provide a statement regarding the impact of the proposed closure on the community.



**Exemptions**  
Under certain conditions, the minister may exempt school boards from the consideration of closure regulatory process (section 1.2 of the regulation)

**Full closure process does not apply when:**

- the school has more than one education program and students in the grades being closed are all in the same education program and that program is to be transferred to another school. In these cases, an informational meeting will be held to inform parents about the transfer and arrangements for continuing the education program at another school.
- where a board transfers real property on which a school building is located to another board or to a charter school, and the school building will continued to be used for instruction and accommodation of students.

**Written notice to parents shall set out:**

- how the closure would affect the attendance area defined for that school
- how the closure would affect the attendance at other schools
- information on the board's long-range capital plan
- number of students who would need to be relocated as a result of the closure
- need for, and extent of, busing
- program implications for other schools and for the students when they are attending other schools
- educational and financial impact of closing the school, including the effect on operational costs and capital implications
- educational and financial impact if the school were to remain open
- time and location of the public meeting

**Written notice to parents may set out:**

- capital needs of the schools that may have increased enrolment as a result of the closure
- possible uses of the school building or space in the school building if the entire school is being closed, or three or more consecutive grades in the school are being closed entirely

Revised August 2016

\*Additional communication channels will be used to inform parents and the public. Only highlighted those communication channels specified in regulation.  
\*\* Public can also provide comment at any regular public board meeting when the closure is on the agenda.