

#108343

ECBC

**CREATIVE PLAYGROUND STRUCTURES  
(School Grounds)**

1. Parental organizations wishing to develop an area on school grounds must submit a plan for approval to the Board.
2. Plans for such grounds development projects should include the following details:
  - a) A preliminary dimensioned sketch drawing showing the location on the school grounds, extent of the creative play area and the location of structures/equipment.
  - b) The plans for funding of the project.
  - c) The long-range plans (time line) for completion of the project if it is to be spread over a period of time (i.e. 2 - 3 years).
  - d) and/or equipment that is to be purchased or constructed for installation.
  - e) The plans for construction (i.e. to be installed by supplier; staff).
3. Approval decisions of plans for the development of such playground areas will be based on the following criteria:
  - a) The relative safety factors, which include the height, material used, function of the equipment, ratio of students to number and size of structures;
  - b) Appropriateness for age levels of users in terms of physical challenges as well as imaginative and creative play potential;
  - c) Snow removal
  - d) Location on the playgrounds:

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- Close to school
  - Not adjacent to homes
  - Open to public view
  - Adequate lighting
- e) The aesthetic appeal of the design relative to the school site.
- f) Possible area development requirements such as drainage, landscaping, and protective surface material, etc.
- g) Susceptibility to vandalism.
- h) Conformance with the most current CSA standard.
- j) Certificate of inspection by CSA certified inspector.
- k) Acquisition of permit(s) by contractor(s).
4. The supply and installation of new or replacement play structures or components including the protective surface material shall be the responsibility of sponsoring groups (parental organizations). The protective surface shall be engineered wood fibre unless otherwise authorized by the Director, Facilities and Maintenance.
5. The maintenance of the play structure including inspections and repairs shall be the responsibility of the School Board. The maintenance of the protective surface of the play structure shall be the responsibility of the School Board. The replacement of any missing, damaged, defective or end of life components shall be the responsibility of the sponsoring group. When a component is deemed un-safe, it will be removed or made safe until the sponsoring group can fund the replacement. When the play structure or component of the structure is at the end of the service life, it will be removed from the grounds. Maintenance inspections shall consist of school based weekly inspections and yearly Maintenance Shop inspections.

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6. Normal Contract Administration procedures should apply to the construction of playground structures initiated by sponsoring organizations. The Maintenance Department can assist with the preparation of contract documents. Teams comprised of sponsoring organization representatives, school administrators, and Maintenance staff should carry out progress inspections, as well as final/warranty inspections. Deficiencies should be documented and final payment not released until all deficiencies have been rectified. A twelve-month warranty period should be stipulated in the contract documents. The Maintenance Department will not assume responsibility for maintenance of the structure until all deficiencies have been corrected and final payments released including the specified holdback. A final handover certificate shall be completed containing the signatures of the school principal, sponsoring representative, supplier or contractor, and the Supervisor, Maintenance Shop. Copies should be forwarded to the Maintenance Department for retention in the school file.

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