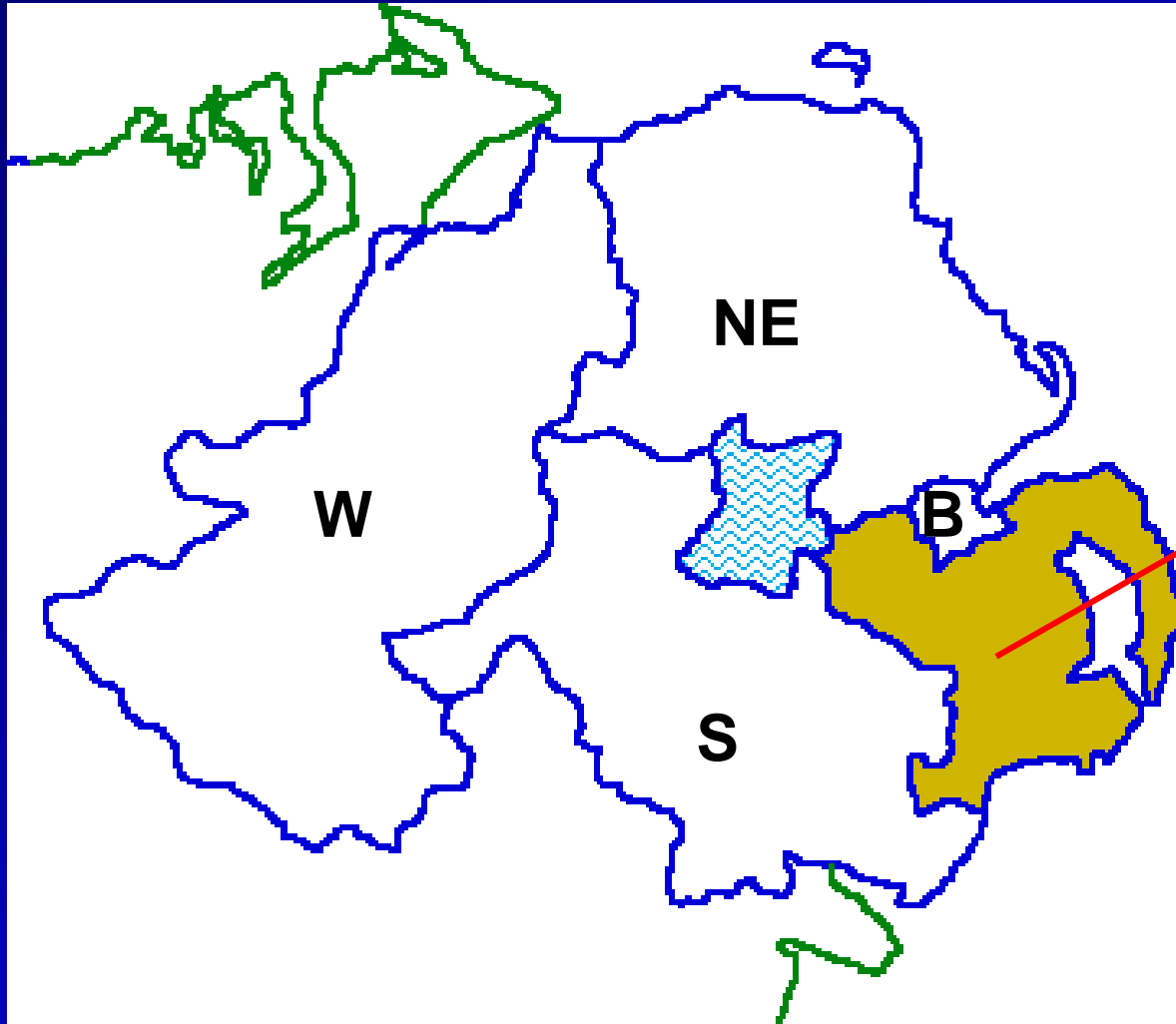# Third Party Usage of SEELB Schools

Education and Library Boards

South Eastern Education and Library Board (SEELB)

**Council Areas
Ards, Castlereagh, Down, Lisburn, North Down**

- Background to Third Party Usage in Schools

- Example of Good Practice

- SEELB Third Party Usage Survey Results

- Conclusion/Recommendations

- Issues for Consideration

"School premises are a valuable facility for community use and schools are actively encouraged to consider making their premises available as community facility where possible."

Every School A Good School – The Governors Role – DENI Publication June 2011

Every School A Good School is the title of the DE school improvement policy. It is also a statement that sums up the vision that the DE has for all schools.

The characteristics of a successful school:
- child-centred provision;
- high quality teaching and learning;
- effective leadership;
- a school connected to its local community.

Article 140 of Education Reform (NI) Order 1989 enables schools to make provision for wider community use of their premises when not otherwise required for education purposes.
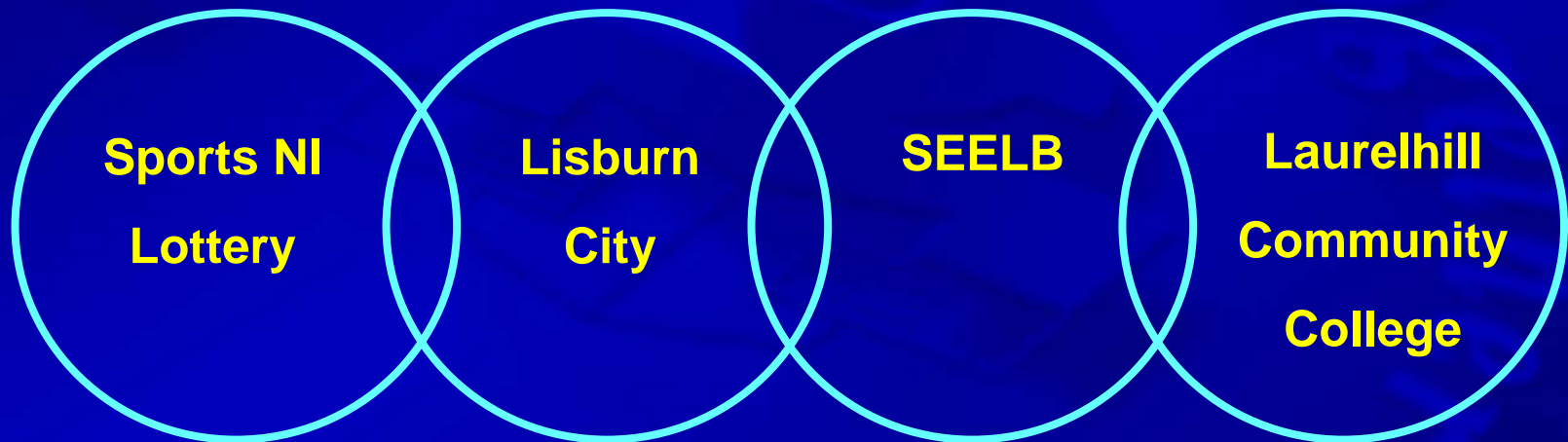
Current Situation

- Many schools already make their premises available for use by members of the community.

- The arrangements are very often negotiated and agreed locally.

- It is recognised that community provision could be enhanced more widely in schools.

- Facilitating increased community use of schools needs careful management arrangements, guidance, support and a flexible approach.

Laurelhill Sports Zone

Dual Use Sports Facility
Synthetic Pitch and Changing Pavilion

Sports NI Lottery

Lisburn City

SEELB

Laurelhill Community College

Laurelhill Sports Zone

- Opened in August 2001.

- Exclusive school usage during the day – managed by the school.

- Community and club use Monday to Friday evenings and all day Saturday – managed by Lisburn City Council.

- Available during school holidays to Lisburn City Council.

Operational Plan

- Maintenance carried out by SEELB.

- Lisburn City Council meet staff costs.

- 65% of maintenance and insurance costs met by Lisburn City Council.

- Lisburn City Council meet all energy costs.

- Lisburn City Council takes all income.

Management Structure

- Executive Committee meets 3-4 times per year. Council, Board, school and community representation.

- Daily Operational Management
  - Lisburn City Council Manager and 3 part-time duty officers in place.
  - Made ready for school use next day.
  - Liaise with school as and when.
  - Community bookings for venue are made by users at another council facility.

DE Working Group

Following on from a Private Members Bill on achieving greater community use of school premises outside the school day, the DENI established a Working Group in 2009 composing of key educational stakeholders, to explore ways to increase the level of community use of school premises outside the normal school hours.

- The Working Group presented its report to DENI in 2010. The report included a wide range of recommendations designed to help inform policy and operation in relation to enhancing the community use of schools.

- In April 2011 the SEELB decided to undertake a review of third party usage within school premises.

Community Use of SEELB Schools Survey

Sector Total	Total No of Schools in SEELB	Total No. of Reponses Received	% of Schools Responding	Responses Received with Community Use	% of No. of Schools	Responses Received with Nil Community Use	% of No. of Schools
Controlled	(125) 114	92	81%	71	77%	21	23%
Maintained	(68) 60	42	70%	26	62%	16	38%
Irish Medium	2	0	0	0	0	0	0
Integrated	10	7	70%	4	57%	3	43%
Voluntary	7	4	57%	4	100%	0	0
TOTAL	193*	145	75%	105	72%	40	28%

* No of schools in SEELB not including Nursery

Community Use of SEELB Schools Survey - Controlled

Sector	School	Total No of Schools in SEELB	Total No. of Reponses Received	% of Schools Responding	Responses Received with Community Use	% of No. of Schools	Responses Received with Nil Community Use	% of No. of Schools
Controlled	Nursery	11	-	-	-	-	-	-
	Primary	87	70	80%	57	81%	13	19%
	Secondary	14	14	100%	10	71%	4	29%
	Grammar	3	2	66%	1	50%	1	50%
	Special	10	6	60%	3	50%	3	50%
TOTAL		(125) 114	92	81%	71	77%	21	23%

Community Use of SEELB Schools Survey – Maintained

Sector	School	Total No of Schools in SEELB	Total No. of Reponses Received	% of Schools Responding	Responses Received with Community Use	% of No. of Schools	Responses Received with Nil Community Use	% of No. of Schools
Maintained	Nursery	8	-	-	-	-	-	-
	Primary	51	38	74%	22	58%	16	73%
	Secondary	9	4	44%	4	100%	0	0%
	Special		-	-	-	-	-	-
TOTAL		(68) 60	42	70%	26	62%	16	38%

Community Use of SEELB Schools Survey – Integrated

Sector	School	Total No of Schools in SEELB	Total No. of Reponses Received	% of Schools Responding	Responses Received with Community Use	% of No. of Schools	Responses Received with Nil Community Use	% of No. of Schools
Integrated	Nursery	-	-	-	-	-	-	-
	Primary	6	3	50%	2	67%	1	50%
	Secondary	4	4	100%	2	50%	2	50%
	Special	0	-	-	-	-	-	-
TOTAL		10	7	70%	4	57%	3	43%

Community Use of SEELB Schools Survey – Voluntary Grammar

Other	Voluntary Grammar							
Other	Voluntary Grammar	7	4	57%	4	100%	0	0
TOTAL		7	4	57%	4	100%	0	0

Type of Group Using School Facilities (Most – Least)

- Sports Clubs

- Casual sports user

- Youth Groups/Youth Service

- Community Groups

- Pre-School

- Crèche/Surestart Groups

- PTA/Voluntary Groups

Type of Facility Used by Groups (Most – Least)

- School Hall (Primary)

- Sports Hall (Post-Primary)

- School Gymnasium (Post-Primary)

- Classroom

- Canteen/Kitchen

- Grass Pitch

- Mobile Unit

- Synthetic Pitch

- Multi-Use Games Area

Conclusions/Recommendations from Third Party Usage Report

- Implementation and management of administrative issues need to be updated and made more transparent.

- Due to the adhoc nature of current guidance schools need clearer guidelines on the procedures and protocols for reporting, instigating and managing third party usage.

- The SEELB should consider developing a policy on third party usage which clarifies:
  - roles/responsibilities;
  - protocols and procedures.

Issues for Consideration

- Ownership and control of school premises.

- Operational Management.

- Legal and Insurance.

- Health and Safety.

- Financial Incentive.

Ownership and Control

Section Type	Approving Authority
Controlled	Board of Governors/ELB/DE
Maintained	Board of Governors/CCMS/DE
Voluntary	Board of Governors/DE
Grant Maintained Integrated	Board of Governors/DE
Grant Maintained Irish Medium	Trustees/Board of Governors

- Approval for community use of school premises must be undertaken with the agreement of the approving authority.

- Most schools can only grant occasional or sessional usage.

Operational Management

- Duties and responsibilities
  - Administration
  - Supervision
  - Cleaning
  - Security of site

- Charges and costings.

- Can't subsidise community use from normal school budget (LMS budget).

Legal and Insurance

- ELBs are currently self indemnifying.

- Issue over groups providing their own public liability issue.

- Needs to be a written agreement for any type of third party.
  - i)   use of premises for occasional/sessional use
  - ii)   lease
  - iii) licence   } Third Party User Group will have exclusive possession/ control of whole or part of the school premises at agreed times.

- Restrictions on users.
  - -   Commercial activity
  - -   Historical Policy on the use of schools

Looking Forward

- DENI established a Working Group in April 2012 with a specific aim of producing a guidance document for all schools relating to Community Use of School Premises.

- This guidance document should be finalised and made available to schools January 2013.

- Establishment of ESA.

Benefits of Third Party Usage of Schools for Schools and the Community

- Sense of co-operation and goodwill that broader engagement of schools and the community can generate.

- Provide access to health and social support services through the use of school facilities.

- Maximising the use of schools in some cases can avoid duplication of facilities and structures which have the potential for financial savings to the state.

- Activities run by voluntary and community organisations on school sites will have benefits for all our population and especially our young people.