

School Name Selection	
Adopted: January 30, 1991	Last Reviewed/Revised: May 16, 2023
Next Scheduled Review: 2025-2026	
Associated Policies & Procedures: I-09 School Accommodation Review – Consolidation/Closure VI-35 School Accommodation Review – Consolidation/Closure V-18 Community Engagement and Public Consultation Policy	

Purpose

To develop a policy for the selection of names for elementary and secondary schools within the Halton Catholic District School Board (HCDSB).

Application and Scope

This policy applies to all new schools in the Halton Catholic District School Board and existing schools involved in consolidation.

Principles

The Board recognizes that the selection of the name of each school should:

- serve to express our diverse Catholic community and heritage, both local and universal;
- provide our students with an exemplar for their appropriate development; and
- be appropriate to various uses commonly required in a school operation.

There is a Diocese opinion that schools should be named after Persons and Mysteries celebrated as feasts in the Church's liturgical calendar, recognized blessed and saints, or Popes.

Requirements

Consolidation Process:

The Transition Committee established through Policy I-09 will determine whether a name change is recommended for the consolidated school.

If a new name is not recommended, the existing name of the building in which the consolidation will take place will remain.

If a new name is recommended by the Committee, the established process outlined in the New School Process will be followed.

New School Process:

The Board will establish a Committee comprised of Trustees and Student Trustees, including but not necessarily exclusive to local area Trustees; Family of Schools Superintendent, Principal of the naming school (if appointed); Pastor(s) of the associated Parish(es); and parent/guardian representative(s) from the naming school.

The Committee:

- will invite submissions of suggested names based on diocesan criteria
- will review possible names and develop a priority list of at least two (2) names for consideration
- shall survey local public comment including parents and students who will attend the naming school community

The Board will review and approve a list of two (2) names: a preferred name and an alternate. This list will be forwarded to the Bishop of the Diocese for review and consideration.

The Bishop is requested to advise the Board if:

- The preferred name is acceptable;
- In the event the preferred name does not meet diocesan criteria, or is for any reason not acceptable to the Bishop. The Bishop is requested to advise the Board if the alternate name is acceptable.

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____

Chair of the Board