



Check it out! www.cupe997.ca

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FACT SHEET REGARDING CUSTODIAL DUTIES – COMMUNITY USE OF SCHOOL

To ensure the security of the building and to provide assistance to groups accessing TLDSB facilities on “non instructional days” custodial staff may be required to be in attendance – either for the school related activities or “Community Use”.

A Custodian is in the building to ensure the safety and security of the building and to be available to assist the group that is using the building (i.e: if more chairs are required – tables, etc)

There may be some custodial duties assigned during the period of the permit or school event. The duties assigned should not be as a result of a “casual” Custodian not being called into the school the night before. Duties assigned should be within reasonable distance - same area in which the function is taking place.

The primary role of custodial staff in the building for community use or school functions on “non instructional days” is the “safety and security” of the building. The Custodian “on duty” should be ensuring people are not wandering about the building; the washrooms are being used correctly; they are readily available to assist if required; and to ensure the building is securely locked following the function.

Should you require further information – clarification please do not hesitate to contact the Custodial Chief Steward – Herb Pounder or the CUPE 997 Office.

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997 Web Site/Fact – Information Sheet – Community Use of Schools – Custodial Duties