

Commercially Bottled Water

Administrative Procedure

Topic:	Commercially Bottled Water
Status:	Active
Effective:	October 2017
Revision Date:	January 2024
Review Date:	January 2028
Responsibility:	Superintendent of Facility Services and Planning

Intended Purpose

The Halton District School Board Policy, Sustainability - Education and Environment supports modeling environmental leadership in the selection and use of all resources while reducing the use of consumable supplies and energy and reducing waste. In support of this policy, the purchase of bottled water with public sector funds is not permitted, except in situations where access to municipal drinking water is unavailable.

Procedure

Schools and Board Administrative Centres shall:

- eliminate the provision of water in single-use plastic containers insofar as such municipal or well water sources are readily available;
- promote the use of reusable containers by all individuals;
- promote at all meetings, training sessions and special events, the consumption of water from local sources (municipal or wells);
- provide resources and strategies to facilitate awareness, understanding and compliance;
- not use Board funds (including School Generated or Wellness Funds) for the purchase of single use water bottles, nor the purchase or rental of water coolers requiring bottled water from an external source, except for the exemptions listed below:

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- events where local sources of water may be unreliable or not readily available (e.g., commencements, large scale outdoor events such as regional track meets or whole school community barbeques); regular school functions such as staff meetings are not exempt.
- extenuating circumstances in which the safety of a student or staff member is at risk. Where substitutions for water are made available, they should be of nutritional benefit.
- provide resources and strategies to facilitate awareness, understanding and compliance;
- not use Board funds (including School Generated or Wellness Funds) for the purchase of single use water bottles, nor the purchase or rental of water coolers requiring bottled water from an external source, except for the exemptions listed below:
 - events where local sources of water may be unreliable or not readily available (e.g., commencements, large scale outdoor events such as regional track meets or whole school community barbeques); regular school functions such as staff meetings are not exempt.
 - extenuating circumstances in which the safety of a student or staff member is at risk.

Where substitutions for water are made available, they should be of nutritional benefit.

Facility Services shall:

- maintain at all sites, accessible water sources for all students, staff and visitors;
- facilitate the installation of water bottle filling stations in new and existing schools;
- provide water from commercial sources, where access to safe, potable water has been compromised;
- include water bottle filling stations in specifications for new school construction projects;

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- provide water from commercial sources until such time as access to regular sources can be restored, subject to the directives of local Medical Officers of Health and/or government officials

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Reference number: Pending

Cross-Reference:

Legislation

Safe Drinking Water Act, 2002, S.O. 2002, c. 32

O. Reg. 243/07: Schools, Private Schools and Child Care Centres

O. Reg. 169/03: Ontario Drinking Water Quality Standards

Ministry Policy & Program Memoranda

N/A

Board Policies, Procedures & Protocols

Sustainability - Education and Environment

Revision History

Style template updated January 2024 (Administrative Procedure Update Report 24010); prior revision history not recorded.