

School Anniversary Celebrations	
Adopted: April 24, 1990	Last Reviewed/Revised: October 15, 2024
Next Scheduled Review: 2027-2028	
Associated Policies & Procedures: <u>VI-61 Recognition and Acknowledgement of Dignitaries, Board Officials at Board and School Events</u>	

Purpose

The Halton Catholic District School Board (HCDSB) acknowledges that a school's anniversary date, with respect to its establishment and commencement of education service to its community, is a significant occasion for the school community and is worthy of recognition and celebration.

Application and Scope

This policy applies to all school staff who have the responsibility to recognize and celebrate a school's anniversary. The HCDSB will endorse celebration plans for each of the following anniversary dates for a particular school:

- 25th Anniversary
- 50th Anniversary
- 75th Anniversary
- 100th Anniversary

Principles

- The celebration of a school's anniversary at key times is a visible sign of the home-school-parish partnership.
- School anniversary celebrations unite past and present members of the Catholic school community, including administrators, teachers, staff members, students, Catholic School Council, parents/guardians, appropriate clergy, HCDSB staff and Trustees.
- The Eucharist, as source and summit of Christian life, is an integral component of school anniversary celebrations.

Requirements

- School anniversaries are appropriately recognized to honour the school's contribution to Catholic education in its community.
- Schools will be informed of their anniversary milestones by the Director's Office, in the previous school year.
- In accordance with Diocesan protocol, the Director's Office will contact the Office of the Bishop of Hamilton to determine the date of the celebration, based on the availability of the Bishop or designate to preside over the Mass at the school anniversary.
- Once the Bishop or designate has confirmed attendance, the details of the school anniversary celebration will be shared by the school with all members of the school community.
- An invitation to attend the school anniversary celebration will be sent from the Director's Office to all HCDSB Trustees, senior staff, and school administrators.
- Strategic Communications will issue an invitation for the celebration to the Minister of Education or designate, the local Member of Provincial Parliament (MPP), the Mayor, and Municipal Councillors.
- Strategic Communications will invite the media and issue a news release to the community.
- A plaque commemorating the anniversary milestone will be presented by the Chair of the Board or designate, to the Catholic School Council Chair or designate.
- Schools are encouraged to communicate with their own school communities (School Council, Parish, staff, etc.) to determine if other milestones not listed should be recognized and celebrated (e.g. 10th Anniversary).

APPROVED: Regular Meeting of the Board

AUTHORIZED BY: _____
Chair of the Board