



AP 5.02

Category: Facilities

## Growth Principles

### BACKGROUND & RATIONALE

1. The CAPE Charter Board is committed to manage increases in student enrolment in a fiscally sustainable and responsible manner in accordance with the CAPE Three-Year Capital Plan and Education Plan.

### DEFINITIONS

2. **Fiscally sustainable** - being able to finance its activities and debt obligations in the future without imposing an unfair burden on future stakeholders.
3. **Attrition** - the phenomenon of the employees voluntarily leaving the organization.

### PROCEDURE

4. The following guidelines must be followed when making growth decisions:
  - 4.1 Growth must be seen as “doable” in a timely manner, without negative impact on program quality and financial viability.
  - 4.2 Facility must be considered when growth decisions are made.
  - 4.3 Staff requirements must be taken into account when student enrolment decisions are made.
  - 4.4 Available spaces in current classes are to be filled through the process described in the CAPE charter.
  - 4.5 New classes are to be opened in response to student needs and to student numbers through the process described in the CAPE charter.
  - 4.6 Growth decisions must be made in a timely manner to ensure adequate time for program development, student assessment, and staffing.
  - 4.7 No new students are to be enrolled after the end of September as they disrupt the assessment, personalized program planning, especially the tiered literacy and numeracy programs.

---

### References:

CAPE charter

---

Revised: August 2022