



Policy Section: **School Administration**

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Policy Name: **Announcements/Advertisements in Schools**

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Policy Statement

It is the policy of the Keewatin-Patricia District School Board that announcements and advertisements may be permitted in school in accordance with the following guidelines. It is a site-based decision as to which announcements/advertisements will be allowed. Schools will base their decisions on the benefit of the announcement to students and the disruption to the school program.

Rationale

Announcements/advertisement may be of benefit to students for a variety of reasons and so may be permitted by the Principal when the requests fulfill this mandate. Considering the frequency of requests that are made from organizations outside of the school for announcements/ advertisements through or to students, it may be inappropriate for all requests to be approved.

Guidelines

1. An announcement/advertisement that includes multiple schools requires the approval of the appropriate Superintendent of Education.
2. Announcements/advertisements, contests, activities must be relevant to Ministry, Board or school curriculum as deemed by the *Principal* or designate.
3. The process of distributing materials must not interfere with the regular school curriculum or timetable and not be commenced without the express consent of the *Principal* or designate.
4. The *Principal* or designate of each school may permit local community or service groups and/or individuals to have their meeting dates and times, registration dates and times, cancelled meeting times and other pertinent information affecting students announced, or posted. The *Principal* or designate, where the requests are reasonable and do not interfere unduly with regular school procedures, may permit the posting of notices in the school in designated locations including school board websites, if deemed appropriate and, if deemed advisable, the distribution of information to the students.

All advertising from local community or service groups, or any other source whether in an announcement or poster, must be approved by the *Principal* or designate in both form and content.

Cross Reference:
Procedure 616, Signing Authorities

Date Approved: March 6, 2001
Date Reviewed: Feb 11/03; Apr 11/06;
May 12/09; Nov 13/12;
Date Revised: February 9, 2016

Review by: 2020



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5. Groups and/or individuals may be permitted to address classes or groups of students upon the approval of the Principal or designate. This will apply only when, in the opinion of the Principal or designate, the presentation directly applies to school programs.
6. No contest sponsored by commercial organizations, however worthy, will be permitted or conducted without the approval of the principal or designate. Principals must carefully select activities giving consideration to curricular merit.
7. Questionnaires external to KPDSB may not be circulated on any topic whatsoever unless approved by the Director of Education or designate. When approval has been granted, notice will be given in writing.
8. Principals and/or Supervisors shall remind staff, from time to time, to exercise reasonable care that neither their influence with the students, nor their position on the staff, shall be used for personal advantage or to promote the commercial or partisan interests of any person, business or institution.

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