

<u>PROCEDURAL GUIDELINES</u> <u>ADVERTISING IN SCHOOLS</u>

Advertising in schools is described as printed or electronic materials intended for distribution to students/parents in our schools.

The Director of Education or designate will determine whether to distribute or display materials that have been received for distribution to schools within the Board's jurisdiction.

Authorization will only be considered for not-for-profit organizations, non-political and community partner organizations and groups. Advertising considered inappropriate includes but is not limited to:

- Use of offensive language
- Promotion of hate, violence, or racism
- Defamatory content
- Political advocacy

Authorized material must be received by the Board Office either in hard copy or digital format and be clearly marked for the intended school/class for which distribution will take place.

Any material received by the school directly must be approved by the Director of Education or designate.

The Board does not guarantee distribution of approved material.

The Board is not responsible for materials.

The schools will not print documents for distribution.

The services provided by the organizations must adhere to the Board's Mission Statement.