"Together We Learn"

Section Seven: Community Partnerships

740 - DISTRIBUTION OF INFORMATION FROM OUTSIDE SOURCES

Introduction

The main function of schools is to educate students. The Board of Education recognizes that all educational partners share the view that strong community involvement benefits students. Therefore, the Board is prepared to allow the distribution of information from appropriate community sources.

Policy

1. Distribution of information from outside sources includes the display and availability of materials in schools or district offices, the provision of information materials such as posters, brochures or pamphlets, and the inclusion of information from community sources in the school district, school or school parent advisory council publications which will be distributed through students.

2. The Board recognizes that students, parents, guardians and staff might be viewed as an accessible group of potential clients. The Board must safeguard students from those who seek to gain access through the above methods of communication. Additionally, the Board must ensure the privacy of students, parents, guardians, and staff.

3. Therefore, community requests for use of the district's information system must be referred to the Superintendent or designate for approval.

4. In accordance with the Freedom of Information and Protection of Privacy Act, no school district employee shall release any personal information, e.g. the name, address or electronic access number of a student, parent, guardian or staff to any person or enterprise.

5. Without authorization of Superintendent or designate, no school district staff shall authorize any person acting as agent, representative or canvasser of any business or organization to contact students, staff, parents or guardians on school or school district property.

6. The approval and subsequent distribution of information through the district's information system does not imply endorsement by the school district.

7. Individuals, businesses and organizations that are *not* permitted to use the district's information system are those who are:

   7.1 seeking exclusivity;
   7.2 recruiting students for employment purposes;
   7.3 promoting a religious or political philosophy;
   7.4 promoting an independent school.

8. Procedure for Appeal
   The procedure for appealing any decisions regarding the distribution of information is defined in Policy 460 – Appeals.

Date Agreed: October 9, 1996
Date Amended: February 27, 2002

Date Agreed: November 13, 2002
Date Amended: November 25, 2020
Related Documents: Regulation 740R, Policy 460, FOIPPA