

## Administrative Procedure 175

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### OUTSIDE ORGANIZATIONS ACCESS TO SCHOOLS

#### A. Outside Organizations Providing Instruction to SRPSD Students

##### Background

The school division receives numerous offers from organizations to come into schools during instructional time to instruct students on a variety of activities. The number of offers from outside organizations far exceeds what schools have capacity to accommodate. The division supports partnerships that improve learning experiences for students but access to schools must be managed by principals and senior administration.

##### Procedures

1. The services provided must align with curriculum-based instruction.
2. The organization must not use the school to directly promote or expand commercial ventures.
3. The organization must use employs/uses appropriately trained instructors.
4. The activity and instruction must align with the division's administrative procedures around approved activities, student safety and liability.
5. The access to schools will be at the discretion of the principal unless otherwise directed by the Director of Education.

Preference will be given to organizations that:

1. Operate locally,
2. Contribute directly to students within the division,
3. Have a history of service to the school division or community.

#### B. Outside Organizations Promoting Services in SRPSD Schools

##### Procedures

Promotional materials such as posters or pamphlets may be distributed in schools under the following guidelines:

1. The activity or organization's mandate is consistent with the values, goals, mission and vision of the school division,
2. The organization must not use the school to directly promote or expand commercial ventures.
3. Access to schools will be at the discretion of the principal unless otherwise directed by the Director of Education.

*Approved: June 20, 2016*