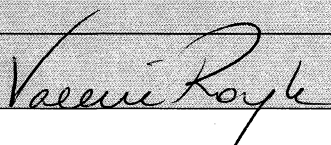




## AGENCIES IN THE SCHOOLS POLICY

DM Approval:



Effective Date: December 1, 2014

### GENERAL INFORMATION

Yukon Education supports the use of community resources to promote the delivery of approved curriculum and the achievement of approved learning objectives in Yukon schools.

The *Education Act* provides that the principal of a school is responsible for ensuring that instruction in the school is consistent with the courses of study prescribed pursuant to the *Education Act*.

### PURPOSE

The purpose of this policy is to provide principles and guidance for dealing with requests by Agencies for permission to provide information to students in Yukon schools.

### DEFINITIONS

'Agency' means any person or group requesting permission to provide information to students in Yukon schools.

'Parent' means the biological parents, the adoptive parents by custom or otherwise, the persons legally entitled to custody, or the persons who usually have the care and control of the child.

'Project Approval Committee' means the committee with authority to review requests from Agencies to provide information to students in Yukon schools. The committee is comprised of senior staff from the Public Schools Branch.

'School Community' means everyone in a community who has contact with a school, including students, families, Yukon Education staff, School Councils, First Nations and other partners in education.

## **POLICY STATEMENT**

### Approval of Requests

A request from an Agency to provide information to students in Yukon schools must first be approved in accordance with the 'Approval Guidelines for Projects, Presentations, Resources and Materials in Yukon Schools' (see attached).

Requests to provide information to students in Yukon schools are reviewed to determine whether the information and other material:

1. contains a clear balance of views and is fair, objective, and free from bias or misinformation; and
2. supports the delivery of approved curriculum and the achievement of approved learning objectives.

The Assistant Deputy Minister, Public Schools may direct that an Agency be permitted to provide information to students in Yukon schools in accordance with this policy.

Except in those cases where the Assistant Deputy Minister, Public Schools has directed that an Agency be permitted to provide information to students in Yukon schools, the school administrator for a school will decide whether to permit the agency to provide the information in their school based on whether the information and material is appropriate to the school's instructional philosophy and the age, emotional development, learning styles and other needs of the students.

Yukon Education or the school administrator may suspend approval of a request from an Agency to provide information to students in a school at any time if they have reasonable grounds for doing so.

### Supervision and Security Clearances

When a presentation request specifies any contact with students and the person(s) making the presentation is not a Yukon Education employee, the school administrator may require the person(s) to provide an up-to-date security clearance. The results of the security clearance must be acceptable to Yukon Education before the presentation can occur.

It is the responsibility of the school administrator and the students' teacher(s) to ensure that the students are supervised by school staff while the Agency is providing information to students in the school.

## Excusing Students from a Presentation

To the extent possible, school administrators will inform the School Community of an Agency's approved presentation in the school and provide an opportunity for interested persons to review the information and other material that the Agency will provide to the students.

Parents have the right to excuse their child from a presentation being made by an Agency in the school. Alternate supervised activities that are relevant to the curriculum will be offered to any student who has been excused.

## Protection of Privacy

Agencies presenting information to students in Yukon schools must adhere to all access to information and protection of privacy requirements that apply to Yukon Education, and the anonymity and confidentiality of participants in the presentation must be maintained at all times to the greatest extent possible.

## **ROLES AND RESPONSIBILITIES**

An Agency presenting information to students in Yukon schools is responsible for ensuring that all of the requirements of this policy are met prior to, during, and following any presentation conducted in a school.

The Project Approval Committee has responsibility for approving requests by Agencies to provide information to students in Yukon schools in accordance with this policy.

The Assistant Deputy Minister, Public Schools may direct that an Agency be permitted to provide information to students in Yukon schools in accordance with this policy.

Except in those cases where the Assistant Deputy Minister, Public Schools has directed that an Agency be permitted to provide information to students in Yukon schools, the school administrator for a school has the authority to decide whether to permit an Agency to present information to students in their school and is responsible for ensuring that presentations are carried out in accordance with the requirements of this policy.

## **APPLICATION**

This policy applies to all requests by an Agency to provide information to students in Yukon schools, and applies to all staff of Yukon Education, members of the School Community, and Agencies requesting to provide information to students in Yukon schools.

## **EXCEPTIONAL CIRCUMSTANCES**

In situations where the individual circumstances of a case are such that the provisions of this policy cannot be applied or to do so would result in an unfair or an unintended result, the decision may be based on the individual merits and justice of the situation. Such a decision will be considered for that specific case only and will not be precedent setting.

## **EFFECTIVE DATE**

This policy is effective December 1, 2014

## **LEGISLATIVE AND POLICY REFERENCES**

Education Act, ss. 169 (s).

## **HISTORY**

Agencies in the Schools Policy, effective September 11, 2008; amended effective December 1, 2014.