

SEDGWICK SCHOOL COMMITTEE

POLICY NUMBER: 11.08

(NEPN/NSBA Code: KHC)

Adopted: 3/27/96

Previous Revision: 2/24/04, 3/16/10

Revised: 4/14/21

DISTRIBUTION/POSTING OF MATERIALS BY NON-SCHOOL GROUPS

The Committee wishes to minimize intrusions on the teaching and learning time of students and staff. While there are many worthy activities in the communities served by the Sedgwick School that are sponsored by various non-profit organizations, the Committee believes that students should not be used to distribute or carry home flyers, brochures or other materials not directly related to school programs, school curriculum or school-related activities.

Only the following materials may be distributed to students to be carried home or posted on the school's digital accounts:

- A. Communications from the Committee, Superintendent, school administrators and school staff such as newsletters, letters to parents, announcements of meetings or events, school forms and classroom information;
- B. Information and notices concerning school sponsored activities and programs for students and/or parents/guardians;
- C. Information and notices concerning activities and programs offered by groups affiliated with SU76 schools, such as parent-teacher organizations and booster groups; and
- D. Information and notices from, municipal, state and federal agencies concerning programs available to students.

Information from organizations not included in the above list will not be sent home with students even if the information is provided in material from an organization on the list. Materials from a group not on the above list will be made available in a central location subject to the limitations detailed below.

- 1. Groups wishing to distribute information must submit the material to the Building Principal for approval. The Principal will approve or disapprove the distribution on the basis of the material's acceptability according to the guidelines established by this policy.
- 2. Materials deemed by the Principal as likely to disrupt the school environment shall not be approved for distribution. Unacceptable materials include materials that:
 - A. Attack, ridicule or belittle individuals or groups of people based on age, gender, sexual orientation, ethnic, racial, religious, or cultural differences;
 - B. Promote hostility, disorder, prejudice, or violence;
 - C. Promote illegal activities;

- D. Proselytize a particular religious, anti-religious, or political belief;
- E. Are libelous, invade the rights of others or advocate interference with the rights of others;
- F. Favor or oppose any political candidate, bond issue, or other question to be decided at an election or referendum;
- G. Are obscene or pornographic as defined by prevailing community standards;
- H. Inhibit the functioning or normal operation of the school.

The Principal shall consult with the Superintendent before prohibiting any materials for meeting criteria 2. H.

3. Commercial materials will not be distributed to students except in the case of those whose purpose is to further a school activity such as graduation, class pictures or approved fundraising activities.
4. Any group approved for distribution of information must agree to distribute the material at places within the school or on school grounds as designated by the Principal. Distribution shall occur outside the instructional day either before or after school. The group shall be responsible for removing from the premises or grounds any discarded materials. Parents may request in writing that their children be excused from acting as couriers for distribution of non-school information. No student will be coerced or compelled to accept any information.
5. No school employee, contractor, or employee of a contractor will distribute non-curricular information or materials to students except as they are approved for distribution as outlined above.
6. The Building Principal will present to any person or persons wishing to distribute non-curricular materials a copy of this policy.
7. In the event the Building Principal rejects a request for materials distribution, the decision may be appealed first to the Superintendent of Schools and, then if necessary, to the School Committee for a final decision.
8. The above policy governs only non-curricular materials. It shall not apply to curricular materials covered by other policies. Violation of this policy by students or employees will result in disciplinary action. Violation by any other person or persons will be subject to legal action through injunctive relief and damages where applicable.

The distribution or display of materials does not constitute the endorsement of the Sedgwick School.

References: Maine Civil Rights Act of 1991