

271 - CHALLENGED RESOURCES

Background

The Division recognizes that, in some instances, a parent, resident or employee of a school jurisdiction may have concern about a particular learning resource which may or may not be available to a student. This person may appeal, at any time, directly to the school or, finally, appeal in writing to the Superintendent concerning the particular resource.

Procedures

1. The following procedures for dealing with challenged materials may be used at the discretion of the school.
 - 1.1 The complainant should be given a copy of the Resource Selection procedure and a standard form requesting reconsideration of the resource. The form which should be used is that which has been authorized by the Superintendent. The complainant shall sign the form and file it with the Principal and the librarian.
 - 1.2 The Principal and librarian/staff may decide if the material is inappropriate and may withdraw it from general circulation.
2. If the Principal and librarian/staff feel the material should not be withdrawn, they should explain to the complainant:
 - 2.1 The instructional materials selection procedure;
 - 2.2 The selection criteria;
 - 2.3 The qualifications of those persons selecting and/or recommending the material;
 - 2.4 The intended place and usefulness that the challenged material occupies in the education program;
 - 2.5 Any pertinent additional information regarding the use of the material such as evaluations in standard selection tools and reviews in professional periodicals.
3. The request for reconsideration shall be referred to a Review Committee for re-evaluation of the resources, at the discretion of the Principal and the librarian. The committee, formed by the Principal, shall include, when appropriate:
 - 3.1 One member of the school teaching staff, preferably chosen by the school staff;
 - 3.2 The librarian/library assistant;

- 3.3 Student representation, at the discretion of the Principal and librarian;
 - 3.4 School Council representation.
4. After receiving a request for formal reconsideration of an instructional material, the Principal will establish a meeting date as soon as possible. He will advise the complainant as to the decision of the Committee.
 5. If the complainant is still dissatisfied, the Principal and the librarian/staff may request in writing that the Superintendent resolve the issue.
 6. Certain materials may be considered unsuitable only for certain age groups/grade levels. In such cases, materials shall be shelved separately from the main collection and be accessed only through a teacher and/or librarian.

Reference: Section 39, 60, School Act
Administrative Procedure 270 – School Libraries