SELECTION, AVAILABILITY AND ACCESS OF SCHOOL LITERARY MATERIALS

Background

The Board is committed to providing a safe, caring and respectful learning environment for all student, staff and community members. This commitment extends to the selection and access of all learning resources and ensuring they are age-appropriate and suitable for the maturity and educational needs of the students attending STEM IA.

Definition

Age-Appropriate: refers to resources where content, themes, language, and complexity are suitable for the developmental stage, maturity, and understanding of the students for whom they are intended, taking into consideration curriculum outcomes and the educational context.

Classroom collection: a teacher's collection of literary materials, including books, magazines, comics, graphic novels or other literary or graphic materials, whether in physical or electronic form, that are selected, curated or managed by the teacher for use by or available to students in the teacher's classroom.

School literary materials: any materials, including books, magazines, comics, graphic novels or other literary or graphic materials, whether in physical or electronic form, that are accessible or available to students at a school.

Sexual act: an activity or action of a distinctly sexual nature, including but not limited to,

- Masturbation, including touching of a person's own genitals or anus with a hand, finger, artificial sexual organ or other substitute for a sexual organ,
- Penetration of the penis into the vagina or anus,
- Contact of a sexual nature between the genitalia, mouth, hand, finder or other body part with the unclothed genitalia, pubic area, buttocks, anus or, if the person is female, the breast of another person,
- Ejaculation onto or into another person, or

- The use of artificial sexual organs or substitutes for sexual organs on the clothed or unclothed genitalia, pubic area, buttocks, anus, or, if the person is female, the breast of another person,

but does not include an activity or action that is not distinctly sexual in nature, such as physical contact related to medical conditions, examinations, or treatment, actions or activities related to biological functions or processes like puberty, menstruation, pregnancy or breastfeeding, or actions or activities that may be relation to sexual acts, such as kissing or handholding.

Visual Depiction: a visual or graphic representation, such as a drawing or painting, an illustration, a photographic digital image or a video file.

Procedures

1. Principals shall ensure that any school literary materials containing explicit visual depictions of sexual acts are not selected or made available to students within a school.

   1.1. Principals shall ensure that no such literary materials are selected for inclusion in the school resources, unless such materials are for information or reference, such a technical materials, dictionaries or encyclopedias, that are not narrative in nature.

2. Principals shall ensure that all school literary materials are reviewed on a regular basis to ensure compliance with this procedure and *Ministerial Order #034/2025*.

3. Each school shall establish and maintain a publicly available catalogue of all school literary materials;

   3.1. Classroom collections are exempt from public catalogue but must be disclosed to parents of students who access them at the teacher's discretion. Collections will be available for in person viewing during a specific time such as Parent-Teacher-Student Conferences.

4. Principals and Team Leads shall be responsible for selecting and making available learning resources and materials that support the curriculum and are age-appropriate for the students they serve.

5. Teachers shall be responsible for selecting and maintaining individual classroom literary resources that are age-appropriate for the students they serve. Classroom resources must comply with this administrative procedure.

6. Any member of the school community with a direct connection to the school who has a concern about the suitability of a specific literary resource should first discuss the concern with the classroom teacher to seek clarification on the suitability of the resource.

    6.1. If the concern is not resolved with the classroom teacher, the complainant may discuss the matter with the school principal to seek further clarification and potential resolution.

    6.2. If the concern is not resolved with the principal, the complainant may appeal to the superintendent, in writing, according to AP 301 Parental Concerns and Complaints.

    6.3. The decision of the superintendent shall be considered as final.

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