

HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: REQUESTS FROM NON-SCHOOL
ORGANIZATIONS/GROUPS/
INDIVIDUALS

ADOPTED: June 23, 2004

REVISED: April 14, 2020

1. Purpose	<p>The Board recognizes that non-school organizations, groups and individuals may wish to utilize the District as a means to engage the school community in activities and/or to distribute or post non-school materials. The Board directs that requests for such utilization from non-school organizations, groups or individuals shall be governed by this policy.</p> <p>Activities or school-related information and materials from non-school organizations, groups and individuals that are integrated with or presented as a part of the District's curriculum or an approved school event or student organization are approved and governed by Board policies related to curriculum and student activities, and are not governed by this policy.[2][3][4]</p>
2. Authority	<p>The Board recognizes that the school community may benefit from receiving information from non-school organizations, groups and individuals, provided the distribution and posting of such information does not interfere with the educational program of the schools. The District's primary responsibility shall be to maintain a safe and orderly school environment and to protect the rights of all members of the school community.</p> <p>The Board prohibits advertisement or promotion by non-school organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to non-school organizations, groups or individuals.[5][6]</p> <p>The Board directs that the review and consideration of any activities or non-school materials requested under this policy shall not discriminate on the basis of content or viewpoint.</p>
3. Definitions	<p>Non-school organizations, groups or individuals shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a non-school organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[1]</p> <p>Non-school materials shall mean any printed, technological or written materials prepared by non-school organizations, groups or individuals for posting or general distribution that are not prepared as a part of the curricular or approved extracurricular programs of the District, including but not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, non-school organization websites and the like.</p> <p>Distribution shall mean issuing non-school materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any</p>

	<p>other manner of delivery of non-school materials to others while on school property or during school functions.</p> <p>Posting shall mean publicly displaying non-school materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on District-sponsored websites, through other District-owned technology and the like.</p> <p>Prohibited activities and materials shall mean activities and materials that:</p> <ol style="list-style-type: none"> 1. Violate federal, state or local laws, Board policy or District rules or regulations. 2. Are libelous, defamatory, obscene, lewd, vulgar or profane. 3. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs. 4. Incite violence, advocate use of force or threaten serious harm to the school or community. 5. Are likely to or do materially or substantially interfere with the educational process, such as school activities, school work, or discipline, as well as safety and order on school property or at school functions. 6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the schools and their programs. 7. Violate written District administrative regulations or procedures on time, place and manner for posting and distribution of otherwise protected expression.
4. Delegation of Responsibility	<p>The Superintendent or designee shall develop administrative regulations to implement this policy.</p>
5. Guidelines	<p><u>Non-school Materials</u></p> <p>The Board requires that non-school organizations, groups or individuals who wish to distribute or post non-school materials on school property shall submit them to the building principal. The building principal shall inform the Superintendent or designee of requests received from non-school organizations, groups and individuals.</p> <p>If approval is granted by the building principal, the non-school organization, group or individual shall comply with Board policy and administrative regulations, and the District's time, manner and place restrictions for distribution and posting of materials.</p> <p>Materials issued by non-school organizations, groups or individuals shall not be distributed during instructional time or school-sponsored activities.</p>

	<p><u>Non-school Activities</u></p> <p>Activities sponsored by non-school organizations, groups or individuals shall not occur during instructional time or school-sponsored activities.</p> <p>Requests by non-school organizations, groups or individuals to invite or promote student participation in non-school activities shall comply with Board policy and administrative regulations on distribution and posting of materials.</p> <p><u>Fundraising</u></p> <p>Fundraising by non-school organizations, groups or individuals is prohibited on school property or in the name of the school. This policy does not apply to fundraising for District-affiliated activities.[7]</p> <p>Directory information for students or staff members will not be released to non-school organizations, groups or individuals that seek this information for the purpose of fundraising.[8]</p> <p><u>Scholarships/Awards</u></p> <p>The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Board directs that established criteria be observed.</p> <p>No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents/guardians of a student who is younger, in accordance with the Board's policy on student records.[8]</p> <p>All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.</p> <p><u>Travel Services/Foreign Trips</u></p> <p>Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.</p> <p>Sellers of travel services to students must meet the following criteria:</p> <ol style="list-style-type: none">1. Belong to an association of certified sellers of travel.2. Provide proof of insurance.3. Submit references.4. Provide proof of a performance bond.
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	<p>5. Include in all information provided to students and parents/guardians that use of tobacco/nicotine, alcohol and controlled substances will be prohibited.</p> <p>6. Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.</p> <p>Legal 1. Pol. 220 2. Pol. 105 3. Pol. 122 4. Pol. 230 5. 24 P.S. 510 6. 24 P.S. 511 7. 24 P.S. 775 8. Pol. 216 24 P.S. 779 Pol. 907</p>
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