

<b>Administrative Procedures Manual</b>	<b>Administrative Procedure 251</b>
	<b>Challenge to Learning Materials</b>
	APPROVED: September 2013
Page 1 of 1	AMENDED/REVIEWED: September 2019, August 2016
LEGAL REFERENCE:	Section 18, 52, 53, 196, 197, 222 Education Act 2019 Guide to Education ECS to Grade 12

## Background

Employees, students or parents may challenge the appropriateness of curriculum and instructional materials being used in Division schools.

## Procedures

Diligent use of the selection guidelines will eliminate most criticism and controversy with regard to learning resources; however, in the event that validity is challenged, these procedures will be followed:

1. The material(s) are to be referred to the Principal who shall have the individual challenging the materials complete a [Request for Reconsideration Form \(Form 251-1\)](#). The complaint shall be discussed at the school level and an attempt made to resolve the issue.
2. If the issue cannot be resolved, the Principal shall strike a committee to reconsider the challenged material, who shall review the material and make a recommendation to the Principal.
3. The committee shall include:
  - 3.1 A parent,
  - 3.2 A teacher, and
  - 3.3 A school-based administrator.
4. If the issue is still unresolved, the matter may be referred to the Superintendent and, if appropriate, to the Board.