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Title: **SPEAKERS AND PRESENTATIONS**

Adopted: June 2024

Revised:

Related:

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## **POLICY**

It is the policy of the Bloorview School Authority all speakers or presenters organized to interact with students at Bloorview School must adhere to the values, ethics and code of conduct policies of the Bloorview School Authority.

Furthermore, it is the policy of the Bloorview School Authority that such information as required by the Ministry of Education, about speakers or presenters be made available to parents and guardians via the weekly newsletter and on the Authority's website.

## **BACKGROUND**

1. On occasion, third party speakers or presenters are invited by school staff to the school to speak to students at a school -based event.
2. On occasion, special presentations or visits by celebrities or professional athletes are organized by school staff or through the hospital.
3. Effective at the start of the 2024-25 school year, boards develop make a policy for third party speakers or presenters in schools.
4. The Ministry of Education requires that school boards post their policy on their public facing website so that parents and guardians are aware of what information they can expect from their school whenever guest speakers or other external groups are invited into their children's school.

## **GUIDELINES**

1. This policy applies to any school event that takes place during the school day:

## **PROCEDURES**

1. The school will normally provide specific information to parents and guardians whenever external speakers or groups are invited to speak to K-12 students at school-based events, at least 14 calendar days in advance of the date the presentations are to take place.

2. The information provided to parents or guardians will include:
  - the date and time of the activity;
  - the name(s) of the guest speaker(s) and the organization they represent, if any;
  - the title and location of the activity, together with the names of the presenters or performers (if available);
  - the topic or focus of the activity;
  - connections to the curriculum and/or the purpose of the activity and
  - details of any handout materials, giveaways, or literature that will be provided
3. If, at any time, there is a change to a planned event or should arrangements at the school not allow for 14 calendar days' advance notice (i.e., change in speakers, limited planning time), the school will be required to provide this information to parents and guardians as soon as final arrangements are confirmed.
4. The school will not knowingly schedule any event or activity that could reasonably be expected to place the safety of students or staff at risk.