

## 209.1AP – Election Campaign Guidelines

### Purpose

Nanaimo Ladysmith Public Schools is committed to ensuring that our schools serve as centers for demonstrating how the democratic process works and for raising awareness of election issues within an educational context.

This policy endeavours to limit the use of schools, school district sites, properties, equipment and communication systems for political campaigning

This policy applies to candidates for election to: the B.C. Provincial Legislature, the Federal Parliament, a local government, and a Board of School Trustees. Nanaimo Ladysmith Public Schools employees are expected to respect and abide by this policy.

### Procedure

#### Candidates

During an election campaign, access to schools by candidates for election will be limited to those educational activities that help students learn about democratic processes and raise awareness of election issues, particularly those related to public education. For the purposes of this policy, the period of election campaigning shall be from the first day of the nomination period to Election Day.

#### Election Campaign Guidelines

1. All political campaign activities in district schools must be pre-approved by the school principal or district administrative staff, in consultation with the school principal.
2. School district staff will identify appropriate educational activities and ensure that all candidates are treated fairly.
3. Pre-approved political campaign activities will include all candidates involved in the particular campaign.
4. Opportunity will be provided for all political views to be expressed within an educational context.
5. Candidates for election may only visit a school during an election campaign for non-campaign purposes after receiving an official invitation from the school principal.
6. Students, with administration permission, may organize all-candidates meetings provided all candidates are invited and given equal opportunity to speak.

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7. Campaign materials may be studied in classrooms, provided all candidates are invited to submit materials.
8. District resources and/or personnel shall not be used to assist any candidate. This includes the district courier system, the district e-mail system, bulletin boards, DAC mail boxes and school staff mail boxes.
9. No campaigning and/or advertising on school district property or at school sponsored events at any time during the election campaign.
10. Campaigning of any nature, including the use of signage, is prohibited on the NDSS/Aquatic Centre parking area.
11. The Secretary-Treasurer will ensure that candidates are aware of these guidelines.

### Employees

District employees have a responsibility to separate their employment and their political activities.

1. Employees shall not participate in campaign activities during normal working hours or use school district resources in support of any campaign.
2. During an election campaign, employees at work shall conduct themselves in a manner that respects the right of other employees to have their individual political views.
3. While it is an expectation of the school district that employees will maintain the confidentiality of sensitive information related to the school district at all times, it is particularly relevant during an election campaign and employees shall refrain from assisting any candidate for election by releasing sensitive information to them.
4. Employees will ensure that public information related to the school district is available to candidates who request it. Requests by candidates for public information will be referred to the Superintendent or the Secretary-Treasurer.

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