
LEARNING RESOURCES

Background

The District provides a range of differentiated learning resources to meet the variety of teacher and student needs within the District. The District affirms that it is the responsibility of its professional staff to select learning resources according to criteria which follow in the procedures.

Procedures

1. Objectives of Selection
 - 1.1. The term learning resources will refer to all materials which support educational programs. Where community resource people and field sites contribute to the learning of students and are key to educational programs or units of study, these too will be referred to as learning resources.
 - 1.2. The process by which schools or the District select learning resources is to be one that encourages the interaction of teaching teams in making decisions about educational programs for children.
2. Criteria for Selection of Learning Resources
 - 2.1. Learning resources shall support and be consistent with the general educational goals of the Province and the District and the aims and objectives of individual schools and specific courses.
 - 2.2. Learning resources shall meet high standards in content and presentation.
 - 2.3. Learning resources shall take into consideration the chronological age, the social and emotional development, and the ability levels of students.
 - 2.4. Learning resources shall have aesthetic, literary, and/or social value.
 - 2.5. Physical format and appearance of learning resources shall be suitable for their intended use.
 - 2.6. Learning resources shall be selected to help students gain an awareness of our pluralistic society as well as understanding the importance of minority and ethnic groups including Indigenous.
 - 2.7. Biased or slanted learning resources may be provided to meet specific curriculum objectives; for example, to recognize propaganda and its purpose in each context or to balance an argument.

- 2.8. Any employee of the District who has a concern about a teaching resource not yet in use, but recommended for use by the District, a school, or another employee may request a meeting of the Review Committee.

3. Complaints about Learning Resources

- 3.1. Any resident or employee of the District may challenge learning resources.
- 3.2. If complaints about learning resources cannot be resolved informally with the Principal, residents or employees should complete a Learning Resource Review Form.
- 3.3. The appropriate Director of Instruction shall be informed by the Principal of the complaint received.
- 3.4. The Director of Instruction shall convene a Learning Resources Review Committee meeting date as soon as possible after the complaint is received.
- 3.5. The Learning Resources Review Committee shall review the challenged resource and determine whether it conforms to the criteria of selection outlined in this administrative procedure.
- 3.6. The decision and rationale shall be reported to the person making the complaint and the Superintendent.

Reference: Sections 7, 8, 17, 20, 22, 65, 85, 168 School Act
Evaluating, Selecting, and Managing Learning Resources: A Guide (2002)
Ministerial Order 333/99 – Educational Program Guide Order

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Reviewed: April 19, 2023
Revised: April 19, 2023



LEARNING RESOURCE REVIEW FORM

Title of Resource: _____

Type of Resource: Print Resource Digital Resource

Other: _____

Author(s) _____

Publisher/Year: _____

Request initiated by: _____

Role of Complainant: Teacher Parent Other

Email: _____

Telephone No: _____

Address: _____

1. To what in the resource(s) do you object? Please be specific, giving page numbers, etc.

2. Have you discussed this resource with the student involved? Yes No

What was the response?

Administrative Procedure 251 – Learning Resource Review Form



3. What do you feel might be the positive effect(s) of reading, viewing, or listening to this resource?

4. What do you feel might be the negative effect(s) of reading, viewing, or listening to this resource?

4. Have you reviewed the entire resource? Yes No

5. In many cases, the impact of a resource will vary according to how it is presented and interpreted in the classroom, and we urge you to discuss this material with the appropriate people. Have you discussed the resource with the:

Teacher School District Staff

What was their response?

6. Have you read reviews of this resource? Yes No

Source of reviews? (please attach copies or links to reviews, if available)

Administrative Procedure 251 – Learning Resource Review Form



If reviews are available, would you like copies? Yes No

7. Additional comments:

Signed: _____

Print Name: _____

Date: _____