

Statement of Policy

Greater Saskatoon Catholic Schools acknowledges the right of any resident or employee of the school division to formally challenge learning resources used within the division.

Rationale

While considerable care is taken in the selection of learning resources, occasional objections may be received regarding a resource being used within the school and/or school division. The following procedure outlines the process for when a resource is challenged.

Authority

- The Education Act 87 (f), 231
- The Education Regulations
- Learning Resources Selection Guidelines – Government of Saskatchewan – Ministry of Education – July 2022
- GSCS Administrative Policy HBA – Selection of Learning Resources

Definitions

Learning Resource – any information which supports curriculum actualization, accessible in a variety of formats, media, and presentations (digital and/or in-person).

Procedures

Informal Request for Reconsideration Process

1. Parent/caregiver questions regarding the appropriateness of learning resources will first be addressed informally and directed to the teacher.
 - a) With the goal of working toward resolution, the teacher will provide an overview of the criteria for resource selection and how the specific resource supports actualization of curriculum and aligns with the Administrative Policy [HBA - Selection of Learning Resources](#).
 - b) If resolution is not achieved, the individual will work with the school principal in collaboration with the teacher.
2. Questions regarding the appropriateness of learning resources by an individual other than a parent/caregiver shall be addressed informally and directed to the Learning Services Coordinator(s) responsible for the curricular area, and/or school administrator.
 - a) The Coordinator and/or school administrator will provide an overview of the criteria for resource selection and how the specific resource supports actualization of curriculum and aligns with the Administrative Policy [HBA - Selection of Learning Resources](#).

- b) If resolution is not achieved, the individual will work with the Superintendent of Curriculum in collaboration with the Coordinator and/or school administrator.
3. If the informal inquiry process does not lead to resolution, the questioner will be provided with an explanation of the formal reconsideration process.

Formal Request for Reconsideration Process

1. If the individual wishes to file a formal challenge, the [Request for Reconsideration of Learning Resources Form](#) is provided.
2. During the request for reconsideration process and any associated appeals:
 - a) Learning resources shall remain in use until the outcome of the challenge has been determined.
 - b) Where the request for reconsideration involves a parent/caregiver, that parent/caregiver may request an alternate resource for their child.
3. Upon receipt of a Request for Reconsideration, the Superintendent of Curriculum shall review the matter with the questioner and staff members involved, and will make a decision on the resource, or have the learning resource reviewed by a Reconsideration Committee.
 - a) The Reconsideration Committee will be comprised of:
 - i. a designate of the Superintendent of Curriculum (Chairperson)
 - ii. the President of the Principals' Association (or designate)
 - iii. the Coordinator of Religious Education
 - iv. and the appropriate subject area specialist.
 - b) The Reconsideration Committee shall review the resource using the Administrative Policy [HBA - Selection of Learning Resources](#) and the completed [Request for Reconsideration of Learning Resources Form](#). The deliberations of the committee shall be confidential. It shall recommend one of the following to the Superintendent of Curriculum:
 - i. the resource will be retained.
 - ii. the resource will be retained, but will have restricted use.
 - iii. the resource will be withdrawn from the school division.
4. The Superintendent of Curriculum shall make the final decision and inform the questioner.

Documents/Forms

- Request for Reconsideration of Learning Resources
- Greater Saskatoon Catholic Schools Learning Resource Selection Guide – Reflection Questions
- Administrative Policy HBA - Selection of Learning Resources.

References

- The Education Act 87 (f), 231
- The Education Regulations 42 (a)(b)(c)
- Learning Resources Selection Guidelines – Government of Saskatchewan – Ministry of Education – July 2022
- GSCS Administrative Policy HBA – Selection of Learning Resources

Date Approved

Dates Amended:

June 28, 1982

January 24, 1990
August 2024

June 8, 1994

January 2014