# 500.3 SELECTION OF LEARNING RESOURCES POLICY

## Learningstorm Education Society

### Revised: November 2016

### Rationale

On July 1, 2016, Independent School Authorities were required by the Office of the Inspector of Independent Schools for the Ministry of Education to develop policy and procedures related to the selection of learning resources.

While the selection of learning resources can involve many stakeholders in the school community, the responsibility for coordinating the selection rests with the Principal.

### Policy

Legal responsibility for the selection of learning resources rests ultimately with the Board of Directors, with direct oversight delegated to the Principal.

Learning Resources are texts, videos, software, and instructional materials that teachers use to assist students to meet the expectations for learning defined by provincial and school-based curriculum.

### Procedure

#### Criteria for Selection

School personnel shall evaluate all learning resources on their strengths, considering also any potential unintended consequences that may result from their use.

a) Learning resources are expected to meet high standards of quality
b) Learning resources shall be appropriate for the age, developmental ability, and emotional state of each learner.
c) Learning resources used may vary from learner to learner depending on learner goals, ability, culture, interest, and emotional state.
d) Learning resources shall not promote intimidation, bullying, unfair discrimination in any form, harassment, or unhealthy lifestyle practices. They shall, in fact, promote actively the opposite of each of the aforementioned wherever possible.
e) Strong biases in many materials used must be acknowledged clearly by the teacher and will only be used to teach concepts related to media literacy and critical thought.

In cases where a teacher is unsure of the suitability of a learning resource, they will confer with other teachers and/or the principal to get other opinions.

**Copyright and Licensing**

a) All materials used will adhere to CanCopy and all other copyright, trademark, and licensing rules and laws.
b) The school will ensure that all software used on school-owned devices or connected to school networks contain only properly licensed software.
c) Public performance licenses will be secured before any copyrighted work is performed publicly.

**Concerns or Complaints**

If a parent, learner, or teacher raises a concern or complains about a learning resource used or to be used in the future, they will report such concerns to the Principal as soon as possible. If necessary, the complaint policy protocols will be followed, depending on the nature of the concern and the solutions that are developed through conversation.