

# Oak Ridge Schools

## Office of the Superintendent



### Administrative Procedure 3.206 (B)

### Use of Schools to

### Publicize Community Activities

October 24, 2022

## Posting of Community Activities on the Oak Ridge Schools Website

With prior approval, the Oak Ridge Schools website can be used for publicizing community activities and programs only when the activities are of direct benefit to students and are of a non-commercial and non-religious nature.

Organizations interested in publicizing a student-centered activity should contact the office of the Executive Director of School Leadership and provide a copy of the advertisement or announcement that is being requested to be posted on the Oak Ridge Schools website. All requests will be approved or denied according to the criteria listed above. Approval is granted on an individual basis and must be reapproved annually. The organization will be notified of the approval or disapproval. If approved, the submitted flyer will be placed on the Oak Ridge Schools website. Community activities will only be publicized in a digital format and schools will not distribute hard copies of flyers.

Announcements for the following groups are generally approved but subject to the same approval process as described above: Boy Scouts, Girl Scouts, Brownies, Cub Scouts, Camp Fire, Junior Playhouse of Oak Ridge, D.A.R. Essay Contest, Boys and Girls Club, Girls Inc., Indian Guides, Children's Museum, American Museum of Science and Energy, Oak Ridge Civic Music Association, Oak Ridge Civic Ballet Association, City of Oak Ridge recreation programs, Montessori School of Oak Ridge, AYSO and SCOR.

## Advertisement of Literature on the Oak Ridge Schools Website

Any individual or organization wishing to post literature on the Oak Ridge Schools website must have permission from the Executive Director of School Leadership. Approval is not based on agreement with the literature that is being presented for advertisement but refers solely to the reasonable judgement intended to protect our students and the entire school community from irresponsible publications. Oak Ridge Schools retains the discretion to accept or reject any request for the advertisement of literature on the Oak Ridge Schools website for any legal reason, including, but not limited to, the following:

1. It is libelous, invades the privacy of others, infringes on a copyright, or is in any way prohibited by state or federal law.
2. It is obscene, pornographic or lewd, vulgar or indecent.
3. It primarily consists of advertisement for sales or solicitations of a business.
4. It promotes alcohol, tobacco, drugs or other illegal activities.
5. It is likely or has the potential to cause disruption to the school environment or operation.
6. It contains substantive messages on politics, religion, or matters not related to the educational mission of Oak Ridge Schools.

7. It endorses a particular candidate for an elected position or public office. **(Exceptions will be made on election days where school facilities are being used for voting.)**