

NORTH PROVIDENCE PUBLIC SCHOOLS
DISPLAY OF MATERIALS ON SCHOOL PROPERTY PROTOCOL

I. Introduction

This protocol accompanies and facilitates the North Providence Public School Policy on the Display of Materials on School Property.

II. Material display and requirements

1. General Requirements

- Only school administrators and teachers or authorized students may post materials. Such materials must directly relate to school/district curriculum, activities, events, or operations.
- All postings must be approved in advance by the school principal or their designee.
- Commercial advertisements, personal promotions, and materials unrelated to the school are prohibited from being posted.
- Employees shall not post personal information, student information including photographs of students, student work, or discussions about students without proper permission.
- Posting of inappropriate, offensive, or disruptive materials is strictly prohibited.
- The principal has final authority over what materials may be posted in their school building.
- Violations of this policy by staff may result in disciplinary action

2. Submission of poster for approval

- All posted material must be presented to the site-based administrator for approval.
- All posted material approval requests must be submitted at least one (1) week prior to the desired posting date.

3. Required information to be displayed on the material prior to approval

- All materials to be posted on school property must display the name of the individual or school organization responsible for the poster and evidence of the site based administrator's approval.

4. Posting locations

- Posting methods or materials that could create fire hazards or damage is strictly prohibited.
- Posted material must not be hung on lockers, in restrooms, or in classrooms.
- Material may only be posted in accordance with local and state fire code requirements.

5. Removal of posters

- The student, group, or staff member is responsible for ensuring all approved posters are removed in a timely manner.
- Postings must be dated and may be removed after a reasonable period of time determined by the principal.
- Any posted material not displaying the administration's approval shall be removed.

Approved: 1/29/2025