

APG# SS48: Guest Speakers in Schools

Adopted:	August 2024	APG Number:	SS48
Revised:		Former APG Number (if applicable):	
Reviewed:		APG Category:	Academic & Student Services
Subsequent Review Date(s):	August 2027	Page(s):	2

In accordance with Bill 98 – *The Better Schools and Student Outcomes Act, 2023*, the following guidelines provide the expectations with respect to third party speakers or groups in schools.

A. Who the guidelines apply to

These requirements apply to all school events that take place during the school day whether organized by the school or by system staff that:

- involve a third-party speaker or group (e.g. guest speakers, live performances);
- are organized by a school, a department, a teacher or other staff member, including system staff, Catholic School Council or a student group; and
- that involves all students in a school, or students in multiple classes.

B. Requirements for sharing with parents and guardians

Information must be shared at least 14 calendar days in advance of the planned event through EDSBY and on the individual school website.

Note: if at any time, there is a change to a planned event or should arrangements at the school level not allow for 14 calendar days advance notice such as a change in speaker, limited planning time, the school is required to provide the information to parents/guardians as soon as final arrangements are finalized.

The notice must include:

- date and time of the activity;
- name(s) of the guest speaker(s) and the organization they represent, if any;
- title and location of the activity, together with the names of the presenters or performers;
- topic or focus of the activity;
- connection to the curriculum and/or the purpose of the activity; and
- details of any handouts, materials, giveaways, or literature provided.
(see attached template)

Note: Schools are permitted to exclude certain information, such as date and time of the activity, where the school board determines that publicly posting this information would pose a safety risk to students and/or staff.

Principals or designates are to contact the school assigned Superintendent of Education in the event that further clarification is required with respect to these administrative procedures and guidelines.

References

Better Schools and Student Outcomes Act, 2023, S.O. 2023, C.11 - Bill 98

Guest Speakers in Schools

As per Bill 98 - *The Better Schools and Students Outcomes Act (2023)*, we are pleased to advise you that the following guest speaker(s)/ performers will be presenting to students in grade(s) _____.

Date of activity: (MM/DD/YY)	Time of activity:
Name(s) of guest speaker(s) or performers and the organization they represent (if any):	
Title of activity:	Location of activity:
Topic or focus of the activity:	
Connection to the curriculum and/or purpose of the activity:	
Details of any handouts, materials, giveaway, or literature provided (if none please indicate):	

Note: Schools are permitted to exclude certain information, such as date and time of the activity, where the school board determines that publicly posting this information would pose a safety risk to students and/or staff.