

**Provo City School District**  
**Policy Series 3000: Students**



3605 P1

**Distribution of Materials**

Community flyers and other materials sent home with students must be from nonprofit organizations having social, recreational or educational value to students and families. The dissemination of such materials is solely to provide parents with information on activities outside the school district that may be of interest to their children. It does not reflect the district's endorsement or sponsorship of the activity. The school or district shall not distribute materials that:

- a. Advocate a specific candidate for office or a specific voter issue;
- b. Advocate or promote the violation of existing laws, regulations or ordinances, or official district policy rules or regulations;
- c. Promote or disparage religion;
- d. Are obscene, lewd or vulgar;
- e. Are libelous;
- f. Contain language that is intimidating, demeaning, harassing or threatening;
- g. Promote commercial enterprises.

The distribution of information to students and/or parents/guardians from "for profit" organizations may be authorized by the superintendent or designee when in his/her judgement, the potential value to students and/or public interest is of significant educational, and/or recreational value or may augment fund-raising efforts of schools or on behalf of schools.

All materials approved for distribution must contain the following statement:

"The Provo City School District does not sponsor this event/activity/offer and the district assumes no responsibility for it. In consideration for the privilege to distribute these materials the district shall be held harmless from any cause of action filed in any court or administrative tribunal arising out of the distribution of these materials including all costs, attorney's fees and judgement or awards."

Organizations wishing to distribute information should submit requests two weeks prior to an event, registration, etc. A **Request to Distribute** form and the flyer or document will be required at time of submission.

Any material intended for districtwide distribution must be approved by the Student Services Executive Director/designee.

Adopted: January 9, 2018