

## FLAG PROTOCOL

### Background

Principals and appropriate District Office personnel shall ensure that the Canadian flag and the British Columbia flag are displayed at schools and other District facilities.

### Procedures

1. General
  - 1.1 The Canadian and British Columbia flags shall be displayed at all schools while in session.
  - 1.2 When a flag becomes tattered, torn or faded to the extent that it is no longer a fitting emblem for display, it shall be turned over to the maintenance department for proper disposal.
  - 1.3 Flags shall be displayed in accordance with a general protocol as set out by the Minister of Canadian Heritage.
2. The Principal shall:
  - 2.1 Purchase flags, as required, within the school.
  - 2.2 Display the Canadian and British Columbia Flags in accordance with this procedure. Principals may display flags in other areas within the school at his/her discretion.
3. Placement of the flags shall be such that when displayed with another provincial or national flag, the Canadian flag is always placed at the same height as the other, and to the left of an observer facing both flags.
4. Flags shall be flown at half-mast:
  - 4.1 Upon the death of an immediate member of the Royal Family and a current or former Governor or Prime Minister;
  - 4.2 Upon the death of our current or former B.C. Lieutenant-Governor or Premier;
  - 4.3 On April 28, Workers' Mourning Day;
  - 4.4 On the last Sunday in September, Police and Peace Officers' National Memorial Day;
  - 4.5 On November 11, Remembrance Day;
  - 4.6 On December 6, National Day of Remembrance and Action on Violence Against Women;

- 4.7 Flags at individual schools may be half-masted, at the discretion of the Principal, and after consultation with the Superintendent, for:
  - 4.7.1 The death of a staff member
  - 4.7.2 Other tragic events
5. Current 'Rules for Flying the Flag' can be found at:  
<https://www.canada.ca/en/canadian-heritage/services/flag-canada-etiquette/about.html>

*Reference: Sections 20, 22, 65, 85 School Act  
School Regulation 265/89*

*SD No. 40 (New Westminster)*

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*Adopted: May 30, 2017*

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Modification to this document is not permitted without prior written consent from SD No. 40 (New Westminster)