



YORK CATHOLIC DISTRICT SCHOOL BOARD

BOARD POLICY	
<i>Policy Section</i> Facilities	<i>Policy Number</i> 712
<i>Former Policy #</i>	<i>Page</i> 1 of 4
<i>Original Approved Date</i>	<i>Subsequent Approval Dates</i>
	May 8, 2012 June 21, 2016 March 29, 2022

POLICY TITLE: FLAG DISPLAY ON BOARD PREMISES

SECTION A

1. PURPOSE

The York Catholic District School Board supports the establishment of protocols to display flags in accordance with [Regulation 298 of the Education Act](#).

The purpose of this policy is to provide a protocol to schools on the raising and lowering of flags.

2. OBJECTIVE

It is the policy of the York Catholic District School Board to use proper etiquette for the display of Canadian, provincial, municipal and Vatican flags on school premises.

3. PARAMETERS

- 3.1 The [Education Act, Regulation 298](#) requires that every school shall display the National Flag of Canada and the Provincial Flag of Ontario. If circumstances limit the school to one outdoor flag pole, the National Flag of Canada will be flown.
- 3.2 The [Government of Canada](#) rules for flying the National Flag of Canada states that the National Flag will always be flown on its own flagpole, with the sleeve nearest to the pole. It is improper to fly the national flag with any other flag of any type on the same flagpole.
- 3.3 If schools have a second flagpole, the regulation should be followed, and the school shall fly the provincial flag.

- 3.4 Flags shall be treated with dignity and respect, and flown or displayed properly. The flag must be folded properly prior to storing. Care should be taken when handling a flag and the flag shall not touch the ground.
- 3.5 A flag shall not be flown or displayed if it is torn, faded or damaged in any way.
- 3.6 A flag shall be sent to the Board Office for disposal in a dignified way by the Plant department.
- 3.7 The National Flag may be obtained through the York Catholic District School Board Facilities Department.
- 3.8 If the school has a flagpole that is fitted to accommodate more than one flag, the following display precedence will be observed:
 1. National Flag of Canada
 2. Flag of the Province of Ontario
 3. Municipal Flag
 4. Vatican (papal) Flag (if available)
 5. School Flag (if available)
 6. Other Organizations as approved by the Board of Trustees
- 3.9 In a line of three flags, the National Flag of Canada should be in the centre. The province of Ontario Flag is displayed on the left and the third flag is displayed on the right.
- 3.10 No flag shall be flown or displayed above (higher than) the Canadian flag.

4. RESPONSIBILITIES

4.1 Director of Education

- 4.1.1 To oversee compliance of the Flag Display on Board Premises policy.

4.2 Superintendent of Facilities Services and Plant

- 4.2.1 To ensure schools have access to a supply of official national and provincial flags.
- 4.2.2 To ensure proper destruction of flags in a dignified manner.

4.3 School Principal

- 4.3.1 To maintain the flag in proper condition.
- 4.3.2 To direct the custodian, of the raising and lowering of the flag and maintenance of the flag pole.

5. DEFINITIONS

5.1 Half-Mast

- The midpoint of the flagpole at which the flag can be lowered as a sign of mourning.

6. CROSS REFERENCES

[Regulation 298 Education Act](#)
[Government of Canada, Rules for flying the National Flag of Canada](#)

Approval by Board	March 29, 2022 <i>Date</i>
Effective Date	March 30, 2022 <i>Date</i>
Revision Dates	March 29, 2022 <i>Date</i>
Review Date	March 2026 <i>Date</i>

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SECTION B: GUIDELINES

1. Schools may display the Vatican flag, municipal flag and school flag, if available according to the Guidelines provided.
2. Flags may also be displayed inside the school either horizontally or vertically.
 - 2.1 If hung horizontally, the upper part of the leaf should be up and the stem down.
 - 2.2 If the flag is hung vertically, against a wall, the flag should be placed so that the upper part of the leaf is to the left and the stem is to the right as seen by spectators.
3. The flag will be lowered at all schools to 'half-mast' as a sign of mourning on the death of:
 - 3.1 The sovereign or member of the immediate family of the sovereign;
 - 3.2 The current or a former governor-general of Canada;
 - 3.3 The current or a former prime minister of Canada;
 - 3.4 The lieutenant-governor or former lieutenant-governor of Ontario;
 - 3.5 The premier, or former premier, or a cabinet minister of Ontario;
 - 3.6 A current or past Trustee or Supervisory Officer of the York Catholic District School Board, where possible.
4. The flag will be lowered to 'half-mast' at specific school sites as a sign of mourning on the death of:
 - 4.1 An individual associated with the school, parish or community, as approved by the Superintendent of Schools; and,
 - 4.2 The Member of Parliament or Member of the Ontario Legislative Assembly for the riding in which the school is located.
5. If the school is open, the flag will be lowered to 'half-mast' on:
 - 5.1 April 28, Workers' Mourning Day;
 - 5.2 June 23, National Day of Remembrance for Victims of Terrorism;
 - 5.3 November 11, Remembrance Day; and,
 - 5.4 December 6, National Day of Remembrance and Action on Violence Against Women.