

PURPOSE

The Peel Board's Flag Raising Operating Procedure is intended to recognize and celebrate the diversity that is reflected in our students, staff, and community throughout Peel and to lend support for various causes/initiatives that are of importance to these groups/individuals.

This operating procedure outlines the types of recognition available, the criteria and application process and roles and responsibilities of staff in accordance with [Board Policy 62 – Flag Raising](#).

BACKGROUND

The Peel Board is Canada's second largest public school board and Peel's largest employer with over 16,000 full-time employees. The Board serves over 154,000 students in 257 schools across Brampton, Caledon and Mississauga. Guided by our mission, vision and values, we build positive places for learning and working together and strive to inspire success, confidence and hope in each child. Our students and staff come from diverse communities and have intersectional identities. Through our continuous progress on equity and inclusion, the Board will continue to provide positive environments that are both physically and emotionally safe, that are free from harassment, and that provide students, staff and community with a sense of belonging, support and respect.

SCOPE

This operating procedure applies to community/non-profit groups and organizations that meet the criteria outlined in this operating procedure as well as to Peel Board students and staff.

This operating procedure applies to flag poles located at all Peel Board schools and sites.

In accordance with [Board Policy 62 – Flag Raising](#), the Mississaugas of the Credit First Nation flag and the Pride flag will be raised at all Peel Board schools and sites in the month of June on a yearly basis. *The flying of both these flags aligns with the Board's [Plan for Student Success](#) and the goal of Equity and Inclusion, [the Truth and Reconciliation Commission of Canada Calls to Action](#), the honouring of our Treaty relationships as well as the expectations within the Canadian Charter of Rights and Freedoms and the Ontario Human Rights Code.*

Community/non-profit groups, as well as Peel Board students and staff that meet the criteria outlined in the flag raising operating procedure will not have to reapply to fly their flag on a yearly basis. Flags that are approved to fly will be flown in perpetuity with the understanding that the Board reserves the right to revisit the decision at any time.

ADMINISTRATION

The Peel Board's Flag Raising Operating Procedure will be administered by the Communications and Community Relations Support Services department with the support and guidance of the following departments:

- Curriculum and Instruction Special Education Support Services
- Facilities Services
- Human Resources Support Services
- School Administration
- Workplace Equity

PEEL BOARD'S ROLE

The raising of a flag is intended solely to represent support for a cause or initiative. The flag is not intended to constitute endorsement of, or formal partnership with, any associated organizations or community groups.

Criteria

The following criteria must be met

- The following official lists of days of recognition will act as a guideline for potential flag raisings
 - [The Government of Ontario's list of celebrations and commemorations.](#)
 - [The Government of Canada's list of important and commemorative days.](#)
 - [The Government of Canada's calendar of health promotion days.](#)
 - Any national flags should be recognized by the [Federal Department of Global Affairs.](#)
 - [Pride flag raisings in the Region of Peel and surrounding municipalities.](#)
- Community/non-profit groups/organizations applying for flag raising must be Peel based (Brampton, Caledon or Mississauga) OR have an identifiable presence in our community OR come directly from Peel Board students or staff.
- The community/non-profit group/organization must be able to demonstrate that anything being recognized with a flag raising is aligned with the Peel Board's [Plan for Student Success.](#)
- The community/non-profit group/organization's core values do not conflict with the [Peel Board's mission, vision and values](#) and do not adversely impact the Board's students, staff and community.
- The community/non-profit group/organization and flag raising must help foster and promote a spirit of inclusion, cooperation and understanding.
- The flag raising must be in accordance with applicable laws and existing Board Policies including:
 - [Board Policy 51 – Human Rights, Board Policy 54 – Equity and Inclusive Education, Board Policy 62 – Flag Raising](#) and the [Education Act of Ontario](#)
 - [The Ontario Human Rights Code](#)
 - [The Canadian Charter of Rights and Freedoms](#)
- Must not present or imply derogatory or negative portrayals of individuals or groups.

- Is not a matter that represents the personal conviction of an individual.
- Is not representative of a group/organization that has competing interests to public education or the Peel Board.
- Is not a political party or group/organization that is affiliated with partisan activities.
- Is not promoting a religious or faith-related group or belief.
- Is not affiliated with commercial entities or for-profit corporate events.

Types of Recognition:

Community/non-profit groups/organizations, Peel Board students or staff may qualify for one of the following types of recognition, as appropriate:

1. Peel Board Central Board Office – 5650 Hurontario Street, Mississauga, ON L5R 1C6 (1 flag).
2. Board-wide including Central Board Office, the Board’s Administrative Offices and School-wide (267 flags).

Flag Raising – Criteria

- The Peel Board will raise flags for community/non-profit groups/organizations or for Peel Board students and staff that meet the criteria in this operating procedure.
- The requestor is responsible for providing the flag(s) at their own expense and at no charge to the Board. If a flag(s) is damaged due to unforeseen circumstances, the applicant is responsible for replacing the flag(s) at their own expense.
- Flags will remain in place for one day, unless otherwise specified, and will occur on the requested date as per the submitted application.
- Flag raisings will occur once per day.
- The Director of Education, Trustees, Superintendents and senior administrators will be notified of dates and times for scheduled flag raisings.
- Flag raisings for flags that will be raised at the Peel Board’s Central Board Office will be flown on the flagpole that currently flies the Region of Peel’s flag. When a flag raising has been approved, the Region of Peel’s flag will be temporarily taken down. When the flagpole is not in use, the Region of Peel’s flag will fly throughout the year.
- Flag raisings will only occur when the Board is fully operational between the months of September – June with the exception of the Central Board Office that will be available to accommodate flag raisings year round.
- In case of a school or building closure due to unforeseen circumstances flag raisings will not occur.

Application Process:

[Applications for flag raisings must be completed electronically.](#) The application in alternative formats is available upon request. Each application will be reviewed against the established criteria. Incomplete applications will not be finalized and will require the applicant to submit a new application.

Recognition requests for the period between September 1 – June 30 will be received for review and evaluation between April 1 – April 30 of the year prior. Community/non-profit

groups/organizations will be limited to one request per year. Late applications will not be considered. The applicant will be advised by email that their application has been received. Should the applicant not receive confirmation of their application submission via email within two business days, it is the responsibility of the applicant to follow-up with the Communications and Community Relations Support Services department. Upon review, the applicant will be notified of the status of their application via email (Approved/Not approved) within the first week of June. Upon approval, the applicant will be advised of the date and time of their flag raising.

Decision-Making Process

The Flag Raising Committee will maintain complete discretion to approve or not approve any request. If a request is denied, the applicant may pursue their concerns through our regular process, which would begin by contacting the Communications and Community Relations Support Services department, who would consult with the Superintendent of Leadership Development and School Support Services and the Director's Office. In such a circumstance, the Superintendent of Leadership Development and School Support Services may conduct a review and respond directly to the applicant raising the concern.

REFERENCES

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[The Government of Canada's list of important and commemorative days.](#)

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Any national flags should be recognized by the [Federal Department of Global Affairs.](#)

[Pride flag raisings in the Region of Peel and surrounding municipalities](#)

[The Truth and Reconciliation Commission of Canada Calls to Action](#)

[Education Act of Ontario](#)

[The Ontario Human Rights Code](#)

[The Canadian Charter of Rights and Freedoms](#)

[Board Policy 62 – Flag Raising](#)

[Board Policy 51 – Human Rights](#)

[Board Policy 54 – Equity and Inclusive Education](#)

[Plan for Student Success](#)

[Applications for flag raisings](#)