

CHALLENGED LEARNING RESOURCES

Background

The Division shall provide a process whereby concerned individuals or groups may register a complaint regarding any items included in the learning commons (library) collection or used as a learning resource by a staff member or consultant. The following procedure is provided to facilitate this process.

Procedures

1. The complaint is to be received courteously and non-judgmentally by the individual who is contacted.
2. The complainant shall be asked to complete the Request for Reconsideration of Learning Resources Form (Form 207-1).
3. The Principal is to be advised immediately of the nature of the complaint.
4. Copies of the completed Form 207-1 shall be distributed to:
 - 4.1. The Principal;
 - 4.2. The Superintendent; and
 - 4.3. The Review Committee.
5. The Principal, in consultation with the Superintendent, shall establish a Review Committee to examine the item(s) in question and make recommendations.
6. Materials in question shall be evaluated with respect to:
 - 6.1. Administrative Procedure 270 – Learning Commons and Selection of Learning Materials
 - 6.2. Alberta Education policy re: Controversial Issues in the Classroom; and
 - 6.3. Existing community culture and values.
7. The recommendations of the Review Committee shall be provided to the Principal for consideration in a decision.
8. The Principal shall advise the complainant notified in writing of the decision.
9. The Principal's decision may be appealed to the Superintendent.

Reference: Section 3, 18, 32, 33, 41, 52, 53, 196, 197, 204, 222, 225 Education Act
Ministerial Order 030/2025
Guide to Education ECS to Grade 12