

## **EDUCATION: PROGRAMS**

## **Policy 513.4-R (previously 603.4-R)**

### **Selection of Learning Resources**

#### **Introduction**

The following guidelines shall apply for all learning resources used:

- (a) Other factors being equal, priority will be given to learning resources developed and produced in Canada.
- (b) The learning resource is relevant to the learning outcomes and content of the course or courses provincially approved, or locally developed.
- (c) The learning resource is appropriate in terms of the age, maturity, and learning needs of the students for whom it is intended, based on the level of the vocabulary, the complexity of the sentence structure and the level of sophistication of the content.
- (d) The learning resource is expected to be fair, objective, and free from bias, propaganda, discrimination, and sex-role stereotyping, except where a teaching/learning situation requires illustrative material to develop critical thinking.
- (e) The learning resource is worthy of both the time spent and dollar consumed.

#### **Regulations**

- 1. The responsibility for selecting and using learning resources in accordance with the criteria approved herein and for presenting any learning resources for approval by the Board of Education (Richmond) rests with the office of the Superintendent of Schools.
- 2. The selection of learning resources involves many people (supervisors, administrators, teachers, students, members of the community, District Resource Centre personnel). However, the responsibility for co-ordinating the selection of school learning resources and making the recommendation for purchase rests with the principals and Director of Instruction (Administration), through the Superintendent of Schools, in consultation as necessary with the Director of Instruction (Curriculum).
- 3. It is the responsibility of the principal and teacher or teachers to endeavour to resolve informally any complaint received by the school, to that end, information should be provided concerning the selection, criteria, and use of the resource and the procedures to follow if a formal review is requested.
- 4. In the case of learning material to which exception is taken, the procedure outlined herein will be followed in conjunction with regulation 513.5-R (previously 603.5-R).
- 5. Any learning resource(s) used in a school, other than "Authorized" or "Recommended" material, may be challenged through the use of regulation 513.5-R (previously 603.5-R).