



**DISTRICT SCHOOL BOARD  
ONTARIO NORTH EAST**

**Policy No. 1.2.7**

**Section: 1.2 – System Policies and Procedures**

**Related References:**

**Appendices:**

**Approved: September 18, 2001**

**Revised: November 20, 2007**

**Review Date:**

---

**TITLE: FLAG RAISING**

**1.0 Rationale:**

District School Board Ontario North East wishes to openly demonstrate respect for the flag and country by flying the flag at all schools and offices in our system, and flying the flag at half-mast, on occasion, is a mark of respect for students, staff and trustees.

The flag will be flown at the board offices and all schools in accordance with the regulations as follows.

## **ADMINISTRATIVE REGULATIONS**

### **1.0 FLYING THE FLAG**

- 1.1 The Canadian Flag shall be flown at full-mast at every school and board office on every school day. It is the responsibility of custodial staff to ensure that the flag is in clean and good condition at all times.

### **2.0 SPECIAL OCCASIONS**

On the occasion of the death of an student, employee or trustee of District School Board Ontario North East, the flag shall be flown at half-mast from the time of notification of the death up to and including the day of the funeral as follows:

- 2.1 Where possible, the flag at the board offices shall be flown at half-mast on the occasion of the death of an employee or a trustee.
- 2.2 In the event of the death of an employee, the flag at the school or board office in which this person was employed at the time of his death, shall be flown at half-mast. Should the employee, at the time of his death be employed in or have responsibilities in or over more than one school, where possible, the flags at those schools shall be flown at half-mast.
- 2.3 In the event of the death of a student in the community, the flag of District School Board Ontario North East schools in the community where the student resided and the flag at the appropriate board office if one is in the community, shall be flown at half-mast.
- 2.4 The Director or designate can lower a flag in any case as deemed appropriate.