

## Toronto Catholic District School Board's Operational Procedure to Flag Flying Policy A.04

Except as otherwise indicated, the Toronto Catholic District School Board's Operational Procedure to Flag Flying Policy A.04 within the Toronto Catholic District School Board (TCDSB) will be as outlined by the Government of Canada.

School Principals should use their judgement and follow the procedure in the display of flags.

### 1. General

Flags shall be flown daily while the building is occupied by any staff member, including the holiday periods of Christmas, March and summer breaks. Other flags, banners or pennants can be flown as long as the Canadian flag is above all other flags on the mast. The Canadian flag should never be removed in order to fly another flag, banner or pennant. The Canadian flag must be the largest flag on the mast. The flying of any other flag, banner or pennant must be approved by the Director of Education. When a flag becomes worn, noticeably faded or otherwise unfit for services, a replacement should be ordered through the school office. When a flag is being handled, at no time should it touch the ground

### 2. Half-Staff

All flags at the TCDSB schools and facilities shall be flown at half-staff upon the direction of the Board of Trustees or the Director of Education or designate. Flags are flown at half-staff in recognition of the death of prominent public figures, students, employees and other individuals. Flags at the Catholic Education Center (CEC) and other central buildings of the Board will be flown at half-staff on the death of an elected member of the Board.

### 3. Other Flags

**3.1 Indigenous Flag** – A flag to be determined by the Indigenous Education Advisory Committee shall be flown at the CEC and all schools of the TCDSB throughout the year.

**3.2 Pride Flag** – The pride flag is to be flown at the CEC and all schools of the TCDSB throughout the month of June.

**3.3 Indoor Flag Displays** – Flags may be hung or displayed indoors at schools. Principals will make local decisions on the suitability of individual flags using professional judgement and discretion but all decisions must be made in accordance with Flag Flying Policy A.04.