

Newell Christian School

Selection, Availability, and Access to School Literary Materials Policy

Date Approved Nov. 20, 2025

Date Reviewed Nov. 13, 2025

1. Purpose

The purpose of this policy is to ensure that all literary materials available in the school library and classrooms support the educational goals, Christian values, and curricular outcomes of the school. This policy promotes the thoughtful selection, management, and communication of resources to maintain transparency and uphold community trust.

2. Guiding Principles

- The school seeks to provide age-appropriate, educationally valuable, and morally sound materials that support student learning and spiritual growth.
- All selections will reflect the school's **Christian worldview** and the **Alberta Education curriculum outcomes**.
- The school acknowledges the partnership between **home, school, and church** in the moral and intellectual development of students.

3. Selection Criteria

Materials chosen for the school's literary collection (library, classroom sets, and digital collections) will:

1. Support the school's mission, vision, and values.
2. Contribute to students' academic, moral, and spiritual development.
3. Reflect diverse perspectives while remaining consistent with Biblical principles.
4. Be age-appropriate in theme, language, and presentation.
5. Contain **no sexually explicit images or pornographic content**.
6. Align with Alberta Education's **Teaching and Learning Resources policy** (as outlined in the Guide to Education and relevant ministerial orders).

Selection may include:

- Christian literature and faith-based resources. (The majority of the collection)
- Reputable educational materials and literature recognized for cultural, historical, or literary value.
- May include some books and resources recognized by Alberta Education

4. Selection Process

- The **principal**, in consultation with **teaching staff**, oversees the selection of materials.
- Teachers may recommend materials that support curriculum and faith integration.
- Parents and students may also recommend resources for consideration.
- All new materials will be reviewed before inclusion to ensure they meet selection criteria.

5. Availability and Access

- Literary materials will be made available to students primarily through the **school library, classroom collections, and supervised online platforms**.
- Access to materials will be appropriate to grade level and learning purpose.
- Students will be guided in the responsible use and care of materials.
- The school will **not include materials with sexually explicit images or content** in its collection.
- The school will keep a library list which is available for viewing from the public.

6. Parental Communication

- A **complete list of literary materials** from the library will be **shared with parents once per year**, either through email or a printed summary.
- Parents may request to review any resource used or available to their child.
- Feedback from parents regarding specific resources will be received respectfully and considered through the review process.

7. Review and Reconsideration of Materials

- Parents or guardians who wish to question the suitability of a classroom, library or digital resource may submit a **written request for review** to the principal.
- The principal will review the material in consultation with the teacher (in the case of a classroom resource) and at anytime for any resource may seek input from a small review committee if necessary.
- A decision to keep the book or discard it from the collection will be communicated in writing to the parent within a reasonable time frame.
- Materials found inconsistent with the school's mission, vision, or moral standards will be removed.

8. Review of Policy

This policy will be reviewed every **three years** or as required by changes in **Alberta Education standards or school governance policy**.

9. References

- **Alberta Education:** *Guiding Framework for the Design and Development of Kindergarten to Grade 12 Provincial Curriculum*
- **Private Schools Regulation (AR 93/2019)**
- **School Act (Alberta)**
- **Newell Christian School Mission and Vision Statements**