

## **POLICY – PO424**

### **Flying and Displaying Flags**

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Area: Operations  
Source: Superintendent of Facilities Services

Approved: June 14, 2004  
Revised: June 26, 2006, Feb. 10, 2020

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#### **1. Introduction**

The flying and displaying of flags on premises under the jurisdiction of the Board provides an opportunity to manifest our national pride and our heritage as a Catholic learning community. The manner and protocol in which flags are displayed requires the utmost respect and dignity.

#### **2. Definitions**

**Ensign** – a national flag displayed on ships and aircraft, often with the special insignia of a branch or unit of the armed forces.

**Flag** – the piece of cloth or other material, usually rectangular in shape, of distinctive colour and design, used as a symbol, standard, ensign, or emblem for a sovereign nation, one of its provinces, territories or municipalities. Alternatively, a flag in the form of a banner could also represent any group, cause or affiliation.

#### **3. Purpose**

The purpose of this policy is to establish a protocol consistent with the practices recommended by the Government of Canada for the flying and displaying of flags.

#### **4. Application / Scope**

This policy applies to all premises under the jurisdiction of the Board.

## **5. Principles**

### **5.1 The Board believes that:**

- 5.1.1 flags are symbolic of our values as a society;
- 5.1.2 patriotism, good citizenship and civic duty are worthy qualities of a Catholic graduate;
- 5.1.3 respect and dignity are integral to the manner in which flags are displayed or flown in the schools and administrative buildings of the Board.

## **6. Requirements**

- 6.1 The Director of Education shall issue administrative procedures to support this policy and to amend them thereafter as the need arises.
- 6.2 Every school and every administrative office of the Board in accordance with the administrative procedures attendant to this policy:
  - a) shall fly daily both the National Flag of Canada and the Provincial Flag of Ontario where two flag poles exist.
  - b) shall display permanently within its premises, the National Flag of Canada, the Provincial Flag of Ontario and the Flag of the Holy See (Vatican Flag);
  - c) shall, as a sign of mourning on the days prescribed fly flags at half-mast in accordance with the administrative procedures attendant to this policy;
  - d) may fly and/or display the flag of the local municipality or other special purpose flag at the direction of the Director;
  - e) may fly and/or display within the premises, the flags of foreign countries for the purpose of a special program or activity, provided that these flags do not diminish the prominence of the National Flag of Canada, the Provincial Flag of Ontario, the Flag of the Holy See and the municipal flag if applicable;
  - f) shall fly and display flags in accordance with the protocols followed by the Government of Canada except where deemed appropriate by the Director;
  - g) shall promptly replace any flag that is torn, tattered, frayed or damaged in any way. Facilities Services must be contacted regarding the disposal of flags.

- 6.3 The Board permits community groups accessing Board facilities under its policies and administrative procedures or by virtue of Board established programs to fly and/or display the flag of their country of heritage within the confines of the interior space allocated by the Board and for a period not to exceed the time for which the space is actually occupied.

## **7. Sources**

- 7.1 Operation of Schools – General, R.R.O. 1990, Regulation 298 Section 5 (1-2)  
7.2 Government of Canada, Rules for Flying the National Flag of Canada  
<https://www.canada.ca/en/canadian-heritage/services/flag-canada-etiquette/flying-rules.html>

## **8. Related Policies and Administrative Procedures**

- 8.1 Flying and Displaying Flags Administrative Procedure (AP424-1)