



<b><u>DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD</u></b> <b><u>POLICY</u></b>	
<b>POLICY NUMBER:</b>	<b>P-0014</b>
<b>SUBJECT:</b>	Third Party In-School Learning Opportunities for Students
<b>REFERENCE:</b>	<a href="#">GAP0006</a> – Third Party In-School Learning Opportunities for Students
<b>EFFECTIVE DATE:</b>	December 18, 2019
<b>AMENDED DATE:</b>	February 2024; June 18, 2024; August 27, 2024; June 2025

*“If you know what you are talking about, you have something more valuable than gold jewels.”*  
Proverbs 21:15

1. The Dufferin-Peel Catholic District School Board (DPCDSB) recognizes that presentations and activities provided by an outside organization, group, or individual may enhance the system’s vision, mission, and strategic commitments to amplify learning opportunities for students, staff, and other members of the school community.
2. These third party in-school learning opportunities may also support the implementation of provincial or local policies and legislation. Accordingly, DPCDSB is committed to working with external organizations, groups, and individuals to support activities, events, and opportunities which are of benefit to our students, staff, and school communities, subject to prior review and approval from DPCDSB. These external organizations, groups, and individuals are not employees, representatives, delegates, or consultants of DPCDSB.
3. **External Presenters** are individuals invited by the school to share their expertise or interest in a subject or topic that would be beneficial for students, staff, and/or the school community. Their main purpose is to communicate their knowledge or experience and bring a fresh perspective to the discussion. External Presenters should be engaging and offer an enhancement to the student/staff or community learning experience.
  - a) Individuals, groups, or organizations wishing to present to DPCDSB students/staff or the community must be **referred and requested by a Principal** (or other DPCDSB employee) and submit an online External Presenter application (found on the [DPCDSB website](#)) to the External Presenters Review Committee, prior to presentation. The External Presenters Review Committee must review and approve all external presenters, prior to delivery of their presentations to the DPCDSB community.
  - b) The external presenters review process must be fair in standards and procedures. This review will consider the following factors:

- Compliance with DPCDSB and Ministry of Education policies and procedures and applicable laws.
  - Compliance with Ontario Ministry of Education Curriculum.
  - Support for the teachings of the Roman Catholic Church.
  - Feasibility and relevance of presentation as it relates to system vision, mission, and strategic commitments.
  - Human, facility, and financial resources requested by the presenter; and
  - Anticipated outcomes.
- c) The External Presenters Review Committee will accept a proposal after it has been evaluated and found to be consistent with the standards described in Section 3a/b and is deemed to be an appropriate fit. Compliance with Section 3a/b does not guarantee acceptance. The accepted proposals are compiled in the Centrally Approved List. The Centrally Approved List is a list of External Presenters in the DPCDSB who have been vetted by the External Presenters Review Committee. The list may be used either to identify pre-qualified External Presenters in advance of expected future presentations or to narrow the field for an immediate need.
- d) Applicants will receive a response outlining the decision of the External Presenters Review Committee. The document used for accepted presentations is *A Letter of Acceptance*. It is valid for a three (3)-year period.
- e) Following the three-year approval period applicants may reapply to be retained on the centrally approved list as defined in 3a/b.
- f) An individual, group or organization who has been rejected/removed from the Centrally Approved List must wait a minimum of twenty-four (24) months before submitting another External Presenter application for consideration by the Committee.
- g) When engaging approved external presenters, Principals should ensure that the speaker being engaged is on the approved external presenters list. They should also ensure:
- The topic is the approved topic included on the presenters list
  - The grade level the speaker is approved for is reviewed and followed
  - The speaker approved is the person giving the presentation
  - The presenter's approval has not expired
  - The topic being presented is age and grade level appropriate
  - The presenter will not be selling merchandise
4. **External Program Providers** are organizations or individuals that administer or deliver supplementary educational and/or training programs in a particular subject or general interest area. They usually include a set curriculum, delivered by a facilitator.
5. **On-Site Activity Providers** are organizations that facilitate and/or provide equipment for approved activities that will take place at the school. (OPHEA governed activities, Hospitality (Food Truck), etc.)
- a) Individuals, groups, or organizations wishing to be on-site activity providers for DPCDSB must be **referred and requested by a Principal** (or other DPCDSB employee) and submit an online On-Site Activity Provider application (found on the [DPCDSB website](#)). The Risk Management Department must review and approve all on-site activity providers, prior to being engaged by

the DPCDSB community.

6. **Guest Speakers on Catholic Faith and Morals:** are individuals invited by the school to share their expertise or knowledge related to Catholic faith and morals. When a layperson from outside the Archdiocese of Toronto is invited to minister to our staff, parents, and/or students regarding Catholic faith and morals (e.g. speaking/teaching engagements, leading retreats, assisting with sacramental preparation, etc.), approval of the local Ordinary shall be sought, and all protocols of the Archdiocese of Toronto shall be followed.
7. **Guest Speakers on Indigenous Topics:** The DPCDSB supports the use of guest speakers to enhance student knowledge and appreciation Indigenous topics. These guest speakers shall be reviewed and approved by the Indigenous Education Council (IEC), through the Equity and Indigenous Education Department.
8. **Community Collaborations:** Collaborations with community service providers are generally mandated by applicable laws or governed by inter- ministerial agreements as per [P-6004: Collaborative Partnerships](#).
9. DPCDSB schools shall provide specific information to parents and guardians whenever third party in-school learning opportunities occur at school-based events, at least 14 calendar days in advance of the date the learning opportunities to take place.