

Wiseburn Unified School District Banner Posting Criteria and Protocol

The purpose of this protocol is to establish clear guidelines and a systematic protocol for outside entities seeking approval to post banners at the Wiseburn Unified School District. This ensures that banners are appropriate, non-disruptive, and adhere to the school district and community's standards.

Preapproval Process:

- All outside entities must submit a banner placement request to the Wiseburn Unified School District for preapproval via email with high-resolution picture and size dimensions attached.
- Requests should be submitted at least 60 days before the desired banner display period.
- Include event details, the purpose of the banner, and contact information in the emailed written request.

Duration of Display:

- Banners will only be permitted to be displayed for a maximum of 30 days before and after the relevant event or sports season.
- The Wiseburn Unified School District reserves the right to specify the exact dates for banner display.

Size Restrictions:

- Banners must not exceed the dimensions of ten (10) feet by fifteen (15) feet.
- Any banners exceeding these dimensions may not be approved for display.

Content Guidelines:

- Banners must contain appropriate images and content suitable for a school environment.
- No foul language, offensive images, drug references, or alcohol-related content is allowed.
- Banners must promote positive messages and align with the values of the Wiseburn Unified School District.

Approval Process:

- The Wiseburn Unified School District will review each banner request individually.
- Approval or denial will be communicated to the requesting entity within 10 business days of the submission.
- If approved, the entity will be contacted by district office personnel regarding details on the designated banner display area and installation instructions.

Installation and Removal:

- Banners must be installed only in the designated areas as specified by the Wiseburn Unified School District.
- The entity is responsible for the proper installation and removal of the banner within the approved timeframe.



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- Failure to adhere to the installation and removal guidelines may result in the entity being restricted from future banner placements.

Note: Banners may not be used as a means of solicitation or advertising by companies or external entities seeking to promote their products or services. Only the District reserves the exclusive right to post banners for monetary purposes, such as sponsorships or advertisements that directly benefit the District or its programs.

The Wiseburn Unified School District reserves the right to monitor banner content and installation to ensure ongoing compliance with established guidelines. Non-compliance may result in immediate removal and disposal of the banner at the entity's expense. Repeated violations may lead to the entity being prohibited from future banner placements.

Contact Information:

For inquiries and submission of banner placement requests, please contact the Director of Maintenance and Operations at arsmith@wiseburn.org.

Note:

This criteria and protocol are subject to periodic review and revision by the Wiseburn Unified School District to ensure alignment with the district's values and policies.