

NORTHERN YORK COUNTY SCHOOL DISTRICT

Guidelines for Posting of Fliers

(Effective 8/1/2023)

The Northern York County School District seeks to work cooperatively with the school community to help our students become lifelong learners who are responsible and successful citizens. As part of our cooperative efforts, the District permits the posting of materials which are deemed beneficial to the students and the school community.

Distribution Protocols

- A completed *Request for Distribution of Fliers* form (available as a related file below) must accompany the flier for consideration. Materials must be submitted two (2) weeks prior to the requested distribution date. A *Request for Distribution of Fliers* and a final copy of the flier(s) to be distributed should be submitted to Maureen Ross, Northern York County School District, 650 S. Baltimore Street, Dillsburg, PA 17019, or emailed to mross@northernYork.org with “Flier Request” in the subject line. To ensure the highest quality, electronic files should be sent in PDF format.
- All requests for Posting of Fliers will be reviewed by the School Superintendent.
- Requests for posting to the NYCSD website must include a requested posting date.
- All fliers associated with this activity must include the following disclaimer: **This is a non-school sponsored activity.**
- **All fliers for non-school sponsored activities will be posted to the NYCSD website under the Community tab.**

The Northern York County School District will not distribute materials which:

- Are libelous, defamatory, obscene, lewd, vulgar, or profane;
- Are political in nature;
- Violate federal, state, or local laws;
- Are derogatory toward any ethnic, religious, or racial group;
- Violate Board policy or District administrative regulations;
- Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and substantial danger to the health or welfare of students, such as tobacco, alcohol, or illegal drugs;
- Incite violence;
- Use logos identified with the District or individual school(s);
- Cause substantial disruption to the school environment;
- Advocate use of force or urge violation of federal, state, or municipal law, Board policy, or administrative regulations; or
- Interfere with or advocate interference with the rights of any individual or the orderly operation of the schools and their programs.
- School Principals are instructed not to distribute or post materials received by any other means.