

## Palm Bay Education Group

### Distribution of Materials

Policy- In the best interest of students of Palm Bay Education Group, no person, group, or other organization that is not affiliated with PBEG or one of its associated schools shall distribute, display, or exhibit any publication on school premises unless authorized to do so by the school principal or Executive Director.

Procedure- Any person, group, or organization seeking to make materials available on school grounds must comply with the following procedures:

1. A request for distribution of materials must be discussed with the school principal, his designee, or the Executive Director. The request will be reviewed and permission granted/denied based on compliance with this policy.
2. Persons, groups, or organizations shall only be permitted access to distribute materials once per school year on a date approved by the school principal.
3. Authorization is only valid for the school year in which the permission was granted.
4. Authorized materials will be made available to students at no charge during the regular school day.
5. Authorized materials shall be displayed on a table set up by the school for such purpose. The table will be set up in an area of the building/campus where students will see it, yet not in such a place as to impede the regular movement of students.
6. Authorized materials shall be placed on the table by representatives of the group or organization with permission to distribute the materials. The person or representative will not be allowed to address the students regarding such materials. A school official will remain with the person or representative to assure no student interaction during materials distribution.
7. Materials will not be allowed for distribution that:
  - a. are primarily of a commercial nature seeking to advertise the sale of products or services benefitting the person, group, or organization in a financial means;
  - b. are inappropriate due to the maturity level of the students in the school;
  - c. promote unlawful or unhealthy activities;
  - d. are obscene, pornographic, pervasively lewd and vulgar, or contain such language.