



POLICY TITLE:

Parental Notification and Opt-In Consent for Instruction on Gender Identity, Sexual Orientation, and Human Sexuality

Policy Created: November 2025

Initial Review: Draft - November 19, 2025

Board Approval:

1. Purpose

This policy ensures that parents and guardians of students enrolled in schools operated by **Independent School Authority Ltd** are informed and have the opportunity to provide consent for instruction that deals **primarily and explicitly** with gender identity, sexual orientation, or human sexuality. It is intended to:

- Comply with the **Alberta Education Act and related amendments**.
- Respect the role of parents and guardians in their children's education.
- Ensure students receive age-appropriate instruction in a safe and supportive learning environment.
- Provide clear procedures for staff, students, and parents regarding notification, consent, and alternate arrangements.

2. Scope

This policy applies to:

- All instructional content, programs, classroom activities, and materials that address **gender identity, sexual orientation, or human sexuality** as a primary and explicit focus in **Independent School Authority Ltd schools**.
- All staff, including teachers, administrators, and contracted or guest presenters employed by or engaged through **Independent School Authority Ltd**.
- All students enrolled in **Independent School Authority Ltd schools**.

Note: Incidental references to these topics in general curriculum materials (e.g., literature, social studies) do not require parental opt-in consent.

3. Definitions

- **Parental Notification:** A formal written communication to parents or guardians detailing the content, objectives, and delivery method of instruction on these topics.
 - **Opt-In Consent:** Written consent from parents/guardians authorizing their child's participation. Consent must be obtained **before instruction occurs**.
 - **Primary and Explicit Focus:** Instruction in which gender identity, sexual orientation, or human sexuality is the main subject matter, rather than incidental to another topic.
 - **Alternate Programming:** Age-appropriate educational activities or supervised study provided to students whose parents/guardians do not provide consent.
 - **External Presenter:** Any individual or organization not employed by **Independent School Authority Ltd** invited to deliver content to students.
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4. Policy Statements

1. Notification and Consent

- Parents/guardians of students enrolled in **Independent School Authority Ltd** schools will be notified **at least 30 calendar days in advance** of planned instruction with a primary and explicit focus on gender identity, sexual orientation, or human sexuality.
- Notification will include:
 - Learning objectives and outcomes
 - Topics to be covered
 - Instructional methods and materials
 - Opportunities to request clarification or review materials
- Parents/guardians must provide **written opt-in consent** for their child to participate.

2. Alternate Arrangements

- Students without parental consent will be provided with alternate instruction or supervised activities that do not include content covered under this policy.

3. Ministerial Approval

- All resources and external presenters addressing these topics must have **Ministerial approval** prior to delivery.

4. Student Support and Privacy

- For students under 16 requesting changes in name/pronouns related to gender identity, parental consent is required unless it could cause harm, in which case appropriate counseling will be provided first.
- Students aged 16 and above must be informed, but parental consent is not required.

5. Implementation by Schools

- Principals and school leaders of **Independent School Authority Ltd** schools are responsible for ensuring staff comply with this policy, including documentation of notifications and consents.
- Teachers and staff must adhere to curriculum standards while respecting this policy's requirements.

6. Non-Discrimination

- Participation or non-participation in these lessons shall not result in discrimination, penalty, or disadvantage for any student.
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5. Procedures

1. Notification Process

- Schools must prepare a **written notification package** detailing instruction and send it to parents/guardians 30 days prior to the lesson.
- Schools will maintain a **log of notifications sent** and track consent responses.

2. Consent Collection

- Written consent forms must be collected and securely stored in the student's file.
- Partial consents (e.g., consent for some activities but not others) must be documented and communicated to teaching staff.

3. Alternate Programming

- Principals will coordinate suitable alternate activities for students without parental consent.
- Teachers will provide meaningful, curriculum-aligned alternatives.

4. External Presenters

- Approval must be obtained from the Minister of Education prior to the engagement of any external presenter on these topics.

5. Monitoring and Reporting

- **Independent School Authority Ltd** will review compliance annually.
 - Any concerns or complaints must be reported to the principal and handled according to existing complaint procedures.
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6. References

- **Education Act, R.S.A. 2000, c. E-0.3**
- **Education Amendment Act, 2024 (Bill 27)**
- **Alberta Human Rights Act**
- **Independent School Authority Ltd Administrative Procedures**

7. Review and Revision

- This policy will be reviewed every three years or sooner if legislative changes occur.
- Revisions will be approved by the **Independent School Authority Ltd Board of Directors** and communicated to all staff and parents.

Appendix A: Parent Notification and Opt-In Consent Form

Independent School Authority Ltd

Parent Notification and Opt-In Consent Form

Instruction on Gender Identity, Sexual Orientation, and Human Sexuality

Student Name: _____

Grade / Class: _____

School: _____

1. Purpose of Notification

In accordance with the **Independent School Authority Ltd Administrative Policy** and the **Alberta Education Act**, we are providing this notification to inform parents/guardians about planned instruction that deals **primarily and explicitly with gender identity, sexual orientation, or human sexuality**.

This form allows parents/guardians to **review the content** and provide **written consent** for their child's participation.

2. Details of Planned Instruction

Title / Topic of Lesson / Program: _____

Date(s) of Instruction: _____

Instructor / Teacher: _____

External Presenter (if applicable): _____

Learning Objectives / Outcomes:

- _____
- _____
- _____

Summary of Topics Covered:

- _____
- _____

- _____

Instructional Methods / Materials:

- _____
- _____

3. Parent/Guardian Consent

Please indicate your choice by checking one option:

☐ I consent for my child to participate in the full instruction on the topics listed above.

☐ I consent for my child to participate in only part of the instruction (please specify which topics/activities):

☐ I do NOT consent for my child to participate. My child will participate in **alternate programming** provided by the school.

Parent/Guardian Name (Print): _____

Signature: _____

Date: _____

4. Additional Information

- If you have questions about the lesson, instructional materials, or alternate programming, please contact:

Principal / Teacher Name: _____

Phone / Email: _____

- All materials and instruction have **Ministerial approval** as required by the Alberta Education Act.
- Participation or non-participation in this instruction will **not affect academic standing** or result in any form of discrimination.

5. Return Instructions

Please return this signed form to your child's school **by** _____.
(Dated two weeks prior to lesson)

Forms can be submitted via:

- Hand delivery to the school office
- Email scanned copy to: lrobbins@summitwestschool.ca
- Other approved submission method