

**MEDICINE HAT PUBLIC BOARD OF EDUCATION OPERATES AS MEDICINE HAT PUBLIC SCHOOL DIVISION,
AND FOR THE PURPOSE OF THIS DOCUMENT WILL BE REFERRED TO AS "MHPSD" AND/OR "DIVISION"**

SECTION 700 – Educational Programs

**ADMINISTRATIVE PROCEDURE - EXHIBIT: REQUEST FOR
RECONSIDERATION OF CHALLENGED RESOURCES**

<i>EXHIBIT CODE:</i>	<i>714 E 001</i>
Policy Reference: 714 – Library Learning Commons	Procedure Code Reference: 714 AP 001 – Selection of Library Learning Commons and Materials

EXHIBIT

See below for request form.

Approved: June 21, 2011

Revised: June 17, 2014

REQUEST FOR RECONSIDERATION OF CHALLENGED RESOURCES

Please help us to understand your concern in full detail by completing the following form.

Request initiated by:

Name: _____

Telephone: _____

Address: _____

_____ Postal Code _____

Age and Grade of Student using Challenged Material: _____

Name of School: _____

Type of material: _____

Please list: Title of material, author; publisher or producer; date of resource.

The following questions are to be answered after you have read, viewed, or listened to the resource in its entirety. If sufficient space is not provided, attach additional sheets. (Please sign your name to each additional attachment.)

1. Please describe in detail your concern regarding this resource.

2. Please describe in detail the portions of the resource you find problematic.

3. Please describe in detail the portions of this resource you find have merit.

- ☐ I approve removal of materials
☐ I do not approve removal of materials

Teacher Librarian (or designate)

Date

- ☐ I approve removal of materials
☐ I do not approve removal of materials

Principal

Date

- ☐ I approve removal of materials
☐ I do not approve removal of materials

Superintendent (or designate)

Date