

**TRI-COUNTY REGIONAL CENTRE FOR EDUCATION
POLICY and PROCEDURES**

Title	Effective Date	Revision Date	No. of Pages
No. 905 Flying of Flags	August 25, 2003	June 7, 2016	1 of 2

It is the policy of the Tri-County Regional Centre for Education that all schools fly a Canadian flag and observe the protocol of doing so as determined by the procedures under this policy.

PROCEDURE under Policy No. 905

1. Flying of Flags
 - a) The Canadian flag shall always take precedence over all other flags.
 - b) Flags may be flown by night as well as by day.
 - c) All flags flown at schools must be in good order and repair. When a flag becomes tattered and is no longer in a suitable condition for use, it should be destroyed in a dignified way.

2. Visits by Members of the Royal Family, Her Majesty's Representatives in Canada, or Foreign Heads of State
 - a) If a member of the Royal Family or Her Majesty's representative in Canada is visiting a school that school may fly the personal standard of that member of the Royal Family or Her Majesty's representative, and that standard shall take precedence over the flag of Canada.

 - b) If a foreign Head of State or designate visits a school or Tri-County Regional Centre for Education building, foreign national flag may be flown along with the flag of Canada as long as there are at least two flag poles.

3. Half-Masting for Mourning
 - a) Flags are flown at the half-mast position as a sign of mourning. All flags flown at schools shall be lowered to the half-staff position on the death of the following:
 - The Sovereign or a member of the Royal Family related in the first degree to the Sovereign (spouse, son or daughter, father, mother, brother or sister).
 - The Governor General of Canada
 - The Prime Minister of Canada
 - A former Governor General

PROCEDURE under Policy No. 905 (cont'd)

- A former Prime Minister
 - The Lieutenant Governor of Nova Scotia
 - The Premier of Nova Scotia
 - A Tri-County Regional Centre for Education Member or the Regional Executive Director of Education
- b) On the death of the following, all flags flown at schools within the person's riding or municipality shall be lowered to the half-mast position.
- the Member of the House of Commons
 - the Member of the Legislative Assembly
 - the Mayor
- c) Principals may lower their flags to the half-mast position on the death of
- a staff member - a student.
- d) Principals may request permission from the Regional Executive Director of Education or designate to lower their flag(s) to half-mast position for people other than current staff members or students, and if permission is granted, the flags shall be lowered for an appropriate period of time.
- e) The Regional Executive Director of Education or designate may direct all schools to lower the flags to the half-mast position on the death of:
- members of the Royal Family other than those related in the first degree to the Sovereign.
 - person who the Tri-County Regional Centre for Education desires to honour who has made a significant contribution to the quality of life at the municipal, provincial, national or international level.
- f) On Remembrance Day, November 11, flags may be flown at half-mast from 11:00 a.m. to 12:00 noon.

"Death" referred to in the sections above shall be taken to include the day of death and up to and including the evening of the day of the funeral.