



PURPOSE

Tanbridge Academy is committed to ensuring that parents are actively involved in their child's education and are fully informed about course content related to human sexuality, gender identity or sexual orientation as outlined in the *Education Act*. This procedure outlines our approach to providing parental notification and obtaining informed consent, prioritizing transparency and family values. A copy of the procedure will be available upon request at the school office.

SCOPE

This procedure applies to all instructional materials, courses, programs of study, or exercises that include content primarily and explicitly related to human sexuality, gender identity or sexual orientation within Tanbridge Academy.

PARENTAL NOTIFICATION PROCESS

Notification Method

Notification will be provided to parents in the form of a written notice, which may be distributed via:

- Email directly to the parent's registered email address.
- Physical notification form sent home with the student.
- Secure online parent portal notification.

Timing of Notification

Parents will be notified at least 14 calendar days before the commencement of any course, program, or the use of instructional materials related to the identified topics.

Notification may be issued for:

- The entire school year.
- The semester.
- Individual units, lessons, or events.

Content of Notification

The notification will include:

- Clear identification of the course, program, or materials involved.
- A summary of the content that deals primarily and explicitly with human sexuality.
- Instructions for providing consent



PARENTAL OPT-IN CONSENT PROCESS

Consent Method

Consent will be sought using one of the following methods:

- Signed permission forms sent home with the student.
- Secure online consent form accessible through the parent portal.

Informed Consent

The notification will provide sufficient details to allow parents to make an informed decision. Parents will have the option to provide full or partial consent, as appropriate.

Follow-Up Procedures

Tanbridge Academy will track responses and follow up with parents who do not respond to requests for opt-in consent.

ALTERNATIVE PROVISIONS FOR STUDENTS

Students for whom parental consent is not provided will be offered an alternate assignment or activity that aligns with their educational requirements without exposure to the specified content.

DETERMINATION OF APPLICABLE CONTENT

Teachers and administrators will review instructional materials, courses, or exercises to determine if they meet the criteria of dealing primarily and explicitly with human sexuality. Tanbridge will use Alberta Education approved resources.