



### **Flyer Approval Guidelines:**

The Mehlville School District Communications Department will evaluate the educational value of the materials or advertisements, the age or maturity of students in the intended audience, and whether the materials or advertisements support the mission and vision of the district.

Flyers for district/school sponsored events **must**:

- Have a District/school logo
- Have a dollar amount or percentage amount of proceeds going to the district/school
- Not mention alcohol, bar/open bar, tobacco, weapons

Flyers from outside community organizations that may be **approved** include:

- Information from non-school sponsored youth sports and recreation activities offered in our community.
- Information from municipal, government agencies in our community that are not political in nature.
- Community organizations providing educational or enrichment services that may directly benefit students.

Flyers will be **denied** if the content includes:

- Information endorsing or promoting a specific religion, religious organization, political candidate, or position on a political issue.
- Promotion of any content that is inconsistent with the mission and vision of the Mehlville School District.
- Promotion of content that is in direct conflict with a service, program or function that is already provided by the Mehlville School District.
- Any direct solicitation of money, except for dues for membership or fees for an activity announced in the material.
- Any mention of alcohol, bar/open bar, tobacco or weapons

**Note:** Outside organizations must add the following disclaimer to **all pages** of their flyer in **large, legible font**:

*"This program and its parent organization are not sponsored by, affiliated with, nor endorsed by the Mehlville School District or its individual schools."*