***CCPS Procedures for Notifying Parents of Sexually Explicit Instructional Content***

Charlotte County School Board Policies IIA and IIAB require the development of procedures for ensuring that parents are aware of sexually explicit instructional materials/activities that will be utilized in their child’s classrooms.

The following procedures will become effective on January 4, 2023:

* Instructional staff will compile a comprehensive list of all sexually explicit materials that they plan to utilize during the school year and submit that list to their principal prior to the beginning of the school year (mid-year for the 2022-23 school year).
* Parents and guardians will be notified of sexually explicit content that teachers within a school plan to utilize during the school year via a grade-level letter that will be sent home with students at the beginning of the school year (elementary and middle schools) or through course syllabi (high school). A parent or guardian signature will be required on the form to acknowledge receipt.
* Any explicit materials that the instructor intends to add during the school year must be communicated in writing to parents or guardians by the school principal at least 30 days prior to their implementation. This notice will include specifics concerning the materials being employed, notification to the parents or guardians of their right to review such materials, and notification to the parents or guardians of their right to request alternative instructional materials.
* A parent or guardian who wishes to review any instructional materials that will be implemented in his or her child’s classroom must schedule an appointment with the teacher to view materials.
* A parent or guardian may request a non-explicit instructional substitute for materials/activities by contacting his or her child’s teacher in writing in advance of the materials/activities being utilized.
* If a parent or guardian wishes to change their decision about the use of alternative instructional materials, he or she must submit that request to his or her child’s teacher in writing at least two (2) school days in advance of the materials being implemented. This allows adequate time for the teacher to identify alternate material for the student.
* Family Life Curricula currently allows for parents to opt their children out of this program. This will change to an opt-in process beginning in the 2023-24 school year).
* Certain high school courses such as Anatomy, Health Sciences, and Biology may require instructional materials that could be considered explicit due to the subject matter of the courses derived from specific required content standards.
* A current list of sexually explicit content being utilized in the school division will be available under the instruction tab on the CCPS division website. CCPS will adhere to all applicable copyright laws when posting materials to the division website.