

POLICY

Political Activities and Promotion of Materials

Responsibility of: School Operations
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Target Audience: All school and corporate staff

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1. POLICY

Northern Territory Government schools and corporate workplaces are apolitical and are **not** to be used to disseminate or promote material or to facilitate the promotion of political activities. Corporate workplaces and school equipment must not be used to print, copy, or disseminate political information.

With the exception of schools and workplaces designated as official polling places, and then only on the day of and evening prior to polling taking place, no material is to be displayed or distributed which expresses the political views or position of any political party or individual(s) representing a political party. Refer to the [Community Use of School Facilities Policy and Guidelines](#) for detailed information.

Departmental protocol must be adhered to at all times where ministers, ministerial staff or any other Members of Parliament, including the Minister for Education, wish to visit schools or departmental premises. Visits must not unreasonably disrupt the normal operations of a school. Where media is expected to be present during visits, Principals must ensure [parental consent](#) is obtained for the use by the media of any vision or audio of students.

During government caretaker periods, employees must also comply with the [Guidance on Caretaker Conventions](#) booklet published by the Department of the Chief Minister, particularly section 3.9 *Use of Agency Premises*.

Further advice in relation to political awareness in the workplace can be found in the [Northern Territory Public Sector General Principles and Code of Conduct](#). It is important that all departmental employees read and abide by these principles and code of conduct and should refer to them as a personal and regular source of reference.

2. BUSINESS NEED

It is necessary to preserve the apolitical nature of the public service, including the government schooling system, whereby a public sector officer must provide full support to the Government of the day regardless of which political party or parties are in office. This policy will provide consistent guidance to schools and workplaces to appropriately manage use of facilities.

3. SCOPE

This policy applies to all Department of Education school and corporate staff.

4. ROLES AND RESPONSIBILITIES

All departmental staff

All corporate, school and school council staff are responsible for ensuring workplaces are not used to promote political parties.

Employees who are unsure about their responsibilities or the application of this policy to a particular activity or situation should consult with their line manager.

5. RELATED POLICY, LEGISLATION AND DOCUMENTS

[Communicating with Ministers and Other Members of Parliament](#)

[Community Use of School Facilities Policy](#)

[Northern Territory Public Sector Principles and Code of Conduct](#)

[Guidance on Caretaker Conventions](#)

[Media Liaison Policy](#)

[Advice to Principals on Student Consent Form](#)

[Student Consent Form – Media and Intellectual Property](#)