

<p><b>Kelsey School Division Box 4700 The Pas, MB R9A 1R4</b></p>	<p><b>Code: INDB</b></p>
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**FLAG DISPLAYS  
(Rules for Flying the Canadian Flag)**

1. The National Flag may be flown by night as well as by day. At schools in the Kelsey School Division, flags will be displayed as per Manitoba Education regulations. On flag poles, it will be displayed from at least 8:30 am to 4:00 pm on school days.

The national Flag of Canada may be displayed as follows:

- a) Flat against a surface, horizontally and vertically

If hung horizontally, the upper part of the leaf should be up and the stem down. If hung vertically, the flag should be placed so that the upper part of the leaf points to the left and the stem to the right from the point of view of the observer facing the flag.

- b) Sharing the same base – Three flags

When only three flags are displayed, the National Flag should be at the centre. To an observer facing the display, the second-ranking flag (in order of precedence) is placed to the left of centre, and the other to the right.

A common combination of flags is that of the National Flag of Canada with a provincial or territorial flag, and a municipal flag or an organization's banner. In such a case, the National Flag should be in the centre with the provincial/territorial flag to the left and the municipal flag/organization's banner to the right (to an observer facing the display).

- c) Position of honour

When two flags (or more than three flags) are displayed, the position of honour for the national Flag of Canada is furthest to the left (to an observer facing the display). When three flags are flown, the position of honour is in the center.

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d) Alone

i) When the National Flag of Canada is flown alone on top of or in front of a building where there are two flagpoles, it should be flown on the flagpole to the left to an observer facing the flag.

ii) When the National Flag of Canada is flown alone on top of or in front of a building where there are more than two flagpoles, it should be flown as near as possible to the centre.

iii) When the National Flag of Canada is displayed on a speaker's platform, it should be against the wall, or on a flagpole on the left from the point of view of the audience facing the speaker.

iv) When used in the body of an auditorium, the National Flag of Canada should be to the right of the spectators facing the flag.

e) With flags of other sovereign nations

When crossed with a flag of another sovereign nation, the National flag of Canada should be on the left of the observer facing the flags; the flagpole bearing the National Flag of Canada should be in front of the pole of the other flag.

f) With flags of the Canadian provinces and territories

When provincial and territorial flags are flown with the national Flag of Canada, the order is based on the date of entry into Confederation of the provinces followed by the territories.

2. Half –masting for Mourning

a) Flags are flown at the half-mast position as a sign of mourning.

b) The flag is brought to the half-mast position by first raising it to the top of the mast then immediately lowering it slowly to the half-mast position.

c) The position of the flag when flying at half-mast will depend on the size of the flag and the length of the flagstaff. It must be lowered at least to a position recognizably "half-mast" to avoid the appearance of a flag which has accidentally fallen away from the top of the mast owing to a loose flag rope. A satisfactory position for half-masting is to place the centre of the flag exactly half-way down the staff.

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d) The following are examples of the practice when directed by the Department of Canadian Heritage:

- i) across Canada and abroad, on the death of 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, the Prime Minister, a former governor general, a former prime minister, or a federal cabinet minister;
- ii) within a province, on the death of the Lieutenant Governor, the Premier or another person similarly honoured by that province;
- iii) within their own riding, on the death of the Member of the House of Commons, or the Member of the Provincial/Territorial Legislature.

“Death” may be taken to include the day of death and up to and including the day of the funeral.

e) In addition to the above, schools of the Kelsey School Division will fly flags at half-mast as directed by the Government of Manitoba, the Manitoba Department of Education, and as authorized by the Superintendent of Education.

f) Within Kelsey School Division the Superintendent may authorize flags at a school to be flown at half-mast for special events such as Aboriginal Veterans’ Day, or the school site of a public/community Remembrance Day service.

### 3. Disposal of Flags

When a flag becomes tattered and is no longer in a suitable condition for use, it should be destroyed in a dignified way by burning it privately.