



## **GUIDELINE – Flying of Flags and Banners**

<b>Subject:</b>	Flying of Flags and Banners
<b>Approving Authority:</b>	<b>Principal</b>
<b>Responsible Office(s):</b>	<b>Principal or Designate</b>
<b>Effective Date:</b>	<b>June 2018</b>

---

### **PURPOSE & SCOPE**

This guideline and its accompanying procedures outline which flags and banners can be flown or hung on campus, and where they may be placed, and deals with the lowering to half-mast of the flags in front of Monsignor Wemple Hall.

#### **I. GUIDELINE**

Except as provided below, decisions with respect to the flying of flags or hanging of banners on campus are within the authority of the Principal or designate.

##### **1. King's University College Flagstaffs**

- (a) Three flags will be flown daily from the King's University College flagstaffs located in front of Monsignor Wemple Hall. These three flags are: the Canadian flag, the flag of Ontario and the King's University College flag.
- (b) **The King's University College flag shall be a 5' by 8' full green flag with the King's logo silk screened in reverse white.**

##### **2. Lowering of Flags to Half-mast**

- (a) The flags in front of Monsignor Wemple Hall shall be lowered to half-mast as follows:
  - (i) on the occasion of the death of a current member of faculty, staff, administration or a current student for the duration of one day.
  - (ii) On the occasion of the death of a Bishop of Rome or the Bishop of London or the Auxiliary Bishop or the Bishop-Emeritus of the Diocese of London.
  - (iii) on Remembrance Day (November 11) or other days of mourning as designated by the Government of Canada or the Province of Ontario.
  - (iv) on other occasions upon the direction of the Principal or designate.

##### **3. Flags of Visiting First Nations Communities/International Partners or Dignitaries**

- (a) The flag of visiting first nations communities or international partners or dignitaries may be hung on portable flag poles in rooms where the meetings/receptions are held.
- (b) The Canadian flag may be hung on a portable flagpole in these areas on those occasions above as well.