



# Torrington Public Schools

## REQUEST FOR APPROVAL

INFORMATION DISTRIBUTED TO STUDENTS BY OUTSIDE GROUPS

**NAME OF ORGANIZATION: Torrington Parks and Recreation Dept.**

**PURPOSE OF DISTRIBUTION: Flyers to Promote – Summer Action and Adventure Programs**

**GRADES INVOLVED: PK-7**

**PERSON RESPONSIBLE: Brett Simmons, Superintendent of Parks and Recreation**

**ADDRESS: 153 South Main St., Torrington, CT 06790**

**TELEPHONE: 860-489-2385**      **FAX or EMAIL: brett\_simmons@torringtonct.org**

**DATE REQUESTED FOR DISTRIBUTION: Week of January 22<sup>nd</sup>**

**NOTE:**

\*\*A copy of the flyer you would like to distribute **MUST** be submitted with this approval sheet.

If approval is received, you must attach a copy of the approval form to each school bundle.

All hand-outs must be counted out in groups of 25 and clipped together.

For middle school distribution, please include one (1) additional bundle.

For office use only

**APPROVED**

**NOT APPROVED**

distribute to schools/students

limited distribution to front office or faculty areas only

post to digital back on Parent Resources tab on district website

  
\_\_\_\_\_  
SUPERINTENDENT OR SUPERINTENDENT'S DESIGNEE

2.1.2019  
\_\_\_\_\_  
DATE

**PLEASE SEE THE INFORMATION ON THE EDUCATIONAL SERVICES WEBSITE REGARDING BOE POLICY 7005 THAT GOVERNS THE DISTRIBUTION OF MATERIALS TO STUDENTS IN THE TPS. Only municipal agencies and qualifying non-profit organizations (501c3 status) with an educational, cultural, or civic purpose may apply to distribute materials. No advertising or private fundraising efforts will be considered.**

355 MIGEON AVENUE  
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www.torrington.org • (860) 489-2327 • fax (860) 489-0726

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