



WOODSTOCK POLICE SERVICE BOARD POLICY

Subject:	Media Relations
Policy Number:	WPSB-010
Effective Date:	October 28, 2024
Reviewed:	
Amended:	

Authority/Legislative Reference

Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1

Ontario Regulation 408/23 Code of Conduct for Police Service Board Members

Policy Statement

The Woodstock Police Service Board (the "Board") is committed to maintaining transparency, accountability, and public trust in its communications. This policy outlines the procedures for managing interactions with the media to ensure compliance with the *Community Safety and Policing Act* and associated regulations.

Policy Application

1. All media inquiries should be directed to the Board Chair or a designated spokesperson authorized by the Board. Board members are not permitted to make statements or provide information to the media, unless explicitly authorized by the Board to do so. This ensures that the information disseminated is accurate, consistent, and aligned with the Board's official stance.

2. Any information that is intended for public release shall be reviewed and approved by the Board Chair or their designate. This includes media releases, public statements, and any other form of media communication. Unauthorized disclosures or misrepresentations by Board members are prohibited and may lead to disciplinary action.
3. Board members must adhere to the principles of professionalism and respect when interacting with the media. They are expected to conduct themselves in a manner that upholds public trust and avoids any conduct that could undermine the credibility of the Board or the Woodstock Police Service.
4. In the event that a Board member is approached by the media for comment, they must refer the inquiry to the Board Chair or designated spokesperson. If a Board member inadvertently provides information, they shall promptly inform the Board Chair and correct any inaccuracies as soon as possible.
5. All communications with the media must comply with legal and regulatory requirements. Board members shall not disclose confidential or sensitive information obtained in the course of their duties unless authorized to do so. This includes respecting the confidentiality of ongoing investigations and operational details.