
HORIZON SCHOOL DIVISION**POLICY HANDBOOK**

Policy Code: DJD
Policy Title: Purchasing Locally
Cross Reference:
Legal Reference:
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POLICY

THE BOARD OF TRUSTEES OF HORIZON SCHOOL DIVISION RECOGNIZES THE SUPPORT GIVEN TO SCHOOLS BY LOCAL BUSINESSES AND EXPECTS ALL SCHOOLS AND DEPARTMENTS TO PURCHASE GOODS AND SERVICES LOCALLY, WHEN PRICE, QUALITY, AND AVAILABILITY ARE REASONABLY COMPARABLE.

GUIDELINES

1. School principals and department managers shall make a reasonable effort to maintain an up-to-date awareness of the goods and services available to the school or department through local businesses.
2. Where possible and reasonable, quotes should be obtained from other businesses within the attendance area of Horizon School Division.