



St Patrick's School Board of Trustees Classroom Release Time Policy

Rationale

This is an operational policy designed in consultation between the Principal and teaching staff of St Patrick's School. The policy reflects clause 3.30 of the Primary Teachers Collective Agreement.

Intent and Purpose

The intent of classroom release time is to address teacher workload while maximizing benefits for student learning.

The use of classroom release time will be professionally useful for the school's teaching and learning programmes, the teacher's professional growth and the learning needs of the students.

Use of Classroom Release Time

This policy contains a list of the most common uses for classroom release time in our school. The list may be amended from time to time through consultation with teachers. Principal and individual teachers may also agree to other uses from time to time.

In our school, classroom release time will be used for:

- Planning
- Evaluation
- Reporting
- Literacy / numeracy testing
- Personal professional development
- Observing other teachers
- Assessment
- Any other use agreed to from time to time between teacher and Principal

Teachers may work offsite after consulting with the Principal for certain tasks.

Allocation of Classroom Release Time

Each full-time teacher will be allocated 2 days per term. These can be taken as 2 separate days, or 2 consecutive days where possible. A timetable will be posted in the staffroom so that teachers may record their preferred days.

Classroom Release Time will run from week 2 to week 9 of each term.

NB. Where school sessions prevent allocation of precisely 10 hours of classroom release time, the school shall endeavour to provide as close as possible to the 10 hour entitlement including, where needed, advanced or delayed entitlement across the 4 terms of the year.

Where Classroom Release Time cannot be provided

Where, for genuine reasons, during term planning or at short notice, it is not possible to provide Classroom Release Time to an individual or group of teachers the school will:

- Record the reason for non-delivery
- Endeavour to reallocate the CRT at a later date in that school year
- Review the CRT policy if required
- Use the record of non-delivery when reviewing the policy

Approved by Board on the 7th day of December 2011
