

ST PATRICK'S CATHOLIC
NAG 1 – CURRICULUM
CLASSROOM RELEASE TIME

This is an operational policy designed in consultation between the principal and teaching staff of St Patrick's Catholic School, Taupo. The policy must be written in conjunction with clause 3.30 of the Primary Teachers Collective Agreement 2007-2010.

INTENT AND PURPOSE:

- This policy covers Management, Beginning teacher and classroom release time.
- The intent of classroom release time is to address teacher workload while maximising 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 and spiritual growth and the learning needs of the students.
- St Patrick's Catholic School will ensure that student learning will not be disrupted by change of teachers.

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.
- Teachers will stay on-site during this time unless previous permission is granted for special purposes.
- Teachers will be accountable for this time.
- Release teachers will be expected to plan, assess and evaluate their programmes.

In our school classroom release time will be used for:

- Planning
- Evaluation
- Reporting
- Personal professional development
- Observing other teachers / students
- Reading/Research
- Meetings
- Assessment
- Any other use agreed to from time to time between teacher and principal

ALLOCATION OF CLASSROOM RELEASE TIME

- Each teacher will be rostered the equivalent of 2 days per term eg 1.5hrs sessions/full day. The roster will be overseen by the Management Team, taking into account where possible the requests of individual teachers.
- Other time allocations may be determined by the syndicate areas in conjunction with school requirements.
- Times will be negotiated with all teachers, including the release teacher.

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 each school year.

ALLOCATION OF OTHER FORMS OF RELEASE TIME

In addition to Classroom Release Time management positions will be allocated release time as determined according to school needs.

REVIEW OF THIS POLICY

This policy will be reviewed in August 2008 or as required in the following instances:

- Staff turnover
- Recruitment / retention issues
- New education initiative (e.g. introduction of specialisation)
- Concern about benefits to student learning
- Any other genuine issue or concern

Prepared: September 2005

Reviewed: August 2006 / August 2007 / August 2008

Board of Trustees Approved:

Signed: _____
Chairperson