

## CLASSROOM RELEASE TIME

### RATIONALE:

This policy is designed in consultation between the principal and teaching staff of Kamo Primary School. The policy must be written in conjunction with clause 3.30 of the Primary Teachers Collective Agreement 2013-2015.

### PURPOSE:

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 growth and the learning needs of the students.

### GUIDELINES:

#### 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.

Examples of how classroom release time will be used at Kamo Primary School

Planning

Evaluation

Reporting

Personal professional development

Observing other teachers

Reading/Research

Team meetings

Assessment

Any other use agreed to from time to time between teacher and principal

#### Allocation of Classroom Release Time

The time of one hour per week or 2 full days per term will be organised to ensure each teacher receives this entitlement across the term.

#### When CRT cannot be provided for genuine reasons

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

- Record the reason for non-delivery
- Endeavour to rearrange the timetable
- 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

**Review of this policy**

This policy will be reviewed in 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

**Reviewed: Term 2 2015**

.....Chairperson, BOT

**Review date: Term 2 2018**