



Administrative Procedure 131

VARIATION OF SCHOOL DAY

Background

Any variation of school days, approved by the Deputy Superintendent of Human Resources, must be consistent with the school calendar approved by the Board and must accommodate the minimum number of hours prescribed by the Ministry.

Procedures

1. The hours of instruction as prescribed by the [School Act](#) and [Regulation](#) comprises the minimum that schools will offer.
2. Annually, on or before April 15 of each school year, the Principal will inform the Deputy Superintendent of Human Resources of the school's proposed schedule for the subsequent school year if a change is contemplated.
3. Requests for variation in school days will be adjudicated by the Deputy Superintendent of Human Resources as and when submitted. Such requests must address potential impacts on:
 - 3.1 Collective agreements.
 - 3.2 Bus schedules.
 - 3.3 Parent expectations.
 - 3.4 Staff member expectations.
 - 3.5 Any other related items specific to the school community.

Reference: Sections 8, 20, 22, 23, 65, 85, 87.01, 87.02, 87.03, 168.02, 175 School Act
School Calendar Regulation 314/12
Collective Agreements

Adopted: December 15, 2020, November 28, 2024