



AP 130 – SCHOOL HOURS

BACKGROUND

School hours are regulated by the provisions of *The Education Act, 1995 and The Education Regulations, 2019*.

PROCEDURES

1. Hours of Operation

- 1.1. A school day shall consist of not less than 5 hours instructional time; non-instructional time; or a combination of instructional time and non-instructional time.
- 1.2. Each school day on which instruction is given to students must include:
 - 1.2.1. A recess period of 15 minutes, or break periods amounting to 15 minutes in both the morning and afternoon; or
 - 1.2.2. A recess or break period amounting to 30 minutes.
- 1.3. A school year shall provide at least 950 hours of instructional time for grades 1 to 12, and 475 hours of instructional time for kindergarten.
- 1.4. Students may be dismissed in elementary and secondary schools for up to 15 days for the purpose of teacher preparation, professional development, and school operational days.
- 1.5. The director may approve the dismissal of students for any or all classes in addition to the 15 day referred to in 1.4.
- 1.6. In an emergency where the health, welfare or safety of the pupils may be involved, the principal may dismiss school before the usual dismissal time. If time permits, prior approval from the respective superintendent of education should be sought.

2. Adjustments in School Hours

- 2.1. When the principal deems a change in school hours necessary, they shall make a request to the respective superintendent of education giving the reasons for the change.
- 2.2. When considering significant adjustments to a school's hours of operation the principal shall consult with:
 - a) Staff, students, and parents
 - b) The school community council
 - c) Manager of transportation
 - d) Saskatoon Secondary Schools Athletic Directorate



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- 2.3. When a change in school hours has been approved, the principal shall advise:
 - a) Staff, students, and parents
 - b) The school community council
 - c) Manager of transportation
- 2.4. Unless otherwise authorized, any adjustments in a school's operation hours will be implemented at the beginning of a school year.
- 2.5. When the principal deems an adjustment to recess, they shall make a request to the respective superintendent of education.

Reference: Section 164, Education Act
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