

Administrative Procedures Manual	Administrative Procedure 131
	School Day
	APPROVED: September 1, 2013
Page 1 of 1	AMENDED/REVIEWED: September 2019
LEGAL REFERENCE:	Section 52, 53, 60, 205, 222 Education Act Guide to Education ECS to Grade 12

Background

Principals, in consultation with their staffs and community stakeholders, are responsible for determining the hours of operation of their schools. Alberta Education requirements, the needs of students, transportation interconnections and other pertinent variables are to guide the decisions of school leaders in this regard.

Procedures

1. Time Schedule During the Day – All Schools
 - 1.1 Time schedules in all schools may be arranged to suit the needs of each individual school and its programs; however, all schedules over the course of the Division’s school year must provide for:
 - 1.1.1 At least a minimum of nine hundred and fifty (950) hours of instruction for students in grades 1-9; and
 - 1.1.2 One thousand (1,000) hours of instruction for students in grades 10-12.
 - 1.2 The regularly established hours of the day for each school may not be changed without the knowledge and prior approval of the Superintendent.
2. Early Dismissal of School
 - 2.1 No school shall be dismissed before the regular hour except with the knowledge and prior approval of the Superintendent or designate.