

Blockhouse Bay intermediate School	Procedure
CLASSROOM RELEASE TIME	NAG 3

This is an operational procedure designed in consultation between the Senior Leadership Team and teaching staff employed for 0.8 or more (except where a job share position occurs equally 1.0 in which case CRT is appointed pro-rata) at BBI School. This policy is written in conjunction with clause 3.28 of the Primary Teachers Collective Agreement 2016 - 2018.

Intent and purpose

The intent of classroom release time is to address teacher workload while maximising benefits for student learning.

The use of classroom release will be professionally useful for the school's teaching and learning programmes, the teacher's professional growth and the learning needs of the students.

Use of classroom release time

This procedure 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.

In our school classroom release time will be used for:

- Planning
- Evaluation
- Reporting
- Personal professional development
- Observing other teachers
- Assessment
- Curriculum teams
- Any other use agreed to from time to time between teacher and principal.

Each teacher will be allocated 10 hours per term. The roster will be generated by the Deputy Principal.

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.

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:

- Endeavour to reallocate the CRT at a later date in the 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 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