

CENTRAL SCHOOL



Te Kura Waenga O Ngamotu

NAG 3 - CLASSROOM RELEASE TIME (CRT) POLICY

PURPOSE

The allocation of Classroom Release Time (CRT) shall comply with the requirements of the Primary Teachers' Collective Agreement (PTCA) and shall be reviewed in consultation with the Principal and teaching staff.

POLICY

1. The allocation of CRT is to address teacher workload while maximising benefits for student learning.
2. CRT is professionally valuable to enhance the school's teaching and learning programmes, the teachers' professional growth and the learning needs of the students.

GUIDELINES

1. Every full time permanent teacher or long-term reliever employed for at least a term is entitled to 10 hours' CRT per term.

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2. Every part time teacher employed for at least 0.8 FTTE per week who is permanently employed or a long-term reliever for at least a term, shall receive 10 hours' pro-rata, CRT per term.

3. Use of CRT in the school may be used in the following ways:
 - Planning, assessment, evaluation and reporting;
 - Personal professional development;
 - Observing other teachers;
 - Professional reading/familiarisation with resources (including web based resources), research, meetings and interviews;
 - Any other use agreed from time to time between individual teachers and the Principal.

4. The release must be planned well in advance and approved by the appropriate syndicate leader. The released teacher must remain on the school site unless the Principal has approved off-site release.

5. Where school sessions prevent allocation of precisely 10 hours' of CRT, the school shall endeavour to provide as close as possible to the 10 hour entitlement.

6. 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 and endeavour to reallocate the CRT at a later date in that school year.

7. This policy will be reviewed each school year or if required in the following instances:
 - Recruitment/retention issues;
 - New education initiatives (e.g. introduction of specialisation);
 - Concern about benefits to student learning;
 - Any other genuine issue or concern.

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