



ADMINISTRATIVE POLICY No. 405

IMPLEMENTATION FALL 2006

HOURS OF OPERATION

Prairie Spirit School Division, within guidelines established by the Minister of Learning, and requirements of *The Education Act, 1995* determines the school year and hours of operation for schools.

PROCEDURES

1. School Year

- a. The Director of Education, through consultation with appropriate stakeholders, establishes a recommended school calendar for presentation to the Board of Education.
- b. The approved calendar is to be published in local newspapers, school newsletters, and on the school division web site.

2. School Day

- a. The principal, in consultation with the Director of Education or designate, is to determine the starting time, breaks and recesses, lunch hour, and dismissal of his or her assigned school.
- b. Parental and transportation concerns are to be considered.
- c. Normally, kindergarten students are to attend a minimum of ninety school days of five hours each.

3. School Opening and Closing

- a. Principals, in consultation with the Director of Education, may dismiss school at any time before the usual dismissal time where the health, safety, or welfare of students or staff is threatened. Refer to *Policy 805 – Closure – Severe Weather and Student Transportation*.