



DIVISION: PROGRAMS

Policy #: PROG-318

POLICY NAME

USE OF INSTRUCTIONAL TIME

POLICY STATEMENT

The Newfoundland and Labrador English School District (“District”) will protect instructional time by ensuring activities that occur during the regular school day are directly linked to the learning outcomes as prescribed in the curriculum.

BACKGROUND

Research indicates that student achievement is positively impacted when instructional time is maximized. It is essential that instructional time be closely monitored and protected.

The District recognizes the importance of providing a holistic learning environment for all students. This includes the provision of co-curricular and extra-curricular activities as well as the promotion of physical activity, music and the arts. The District also recognizes some interruptions to instructional time are beyond the control of school staff. However, the District will strive to ensure prescribed curriculum outcomes are effectively taught and students receive the supports they need to reach their academic potential.

SCOPE

This policy governs the delivery of educational programming and services for all schools in the Newfoundland and Labrador English School District.

DEFINITION

INSTRUCTIONAL TIME

Instructional time is the time allocated by the provincial Department of Education and Early Childhood Development (EECD) and the District for teaching and learning. Each instructional day is comprised of 5 hours/300 minutes. Included in the calculation are all scheduled class activities, excluding recess periods.

POLICY DIRECTIVES

1. The dates for the instructional year will be set as per direction from the Minister of Education and Early Childhood Development and in accordance with the *Schools Act, 1997* and the NLTA Provincial Collective Agreement.
2. The District will ensure that instructional time is used to teach the prescribed curriculum outcomes specified in the Newfoundland and Labrador provincial curriculum and other approved courses.
3. The school administrator will provide instructional leadership for the school, in accordance with Section 24 of the Schools Act, 1997, by making the maximum use of time allocated for teaching and learning, and initiating actions to minimize the loss of instructional time.
4. The District recognizes the importance of co-curricular and extra-curricular programming that contribute to a quality education and supports activities related to achievement of learning outcomes. However, the school administrator will ensure that instructional time is protected when planning co-curricular and extracurricular activities.
5. The school administrator will ensure adequate time for parent-teacher meetings while minimizing the impact on instructional time.
6. The District will collaborate with community agencies and individuals to provide a quality education and to support activities related to achievement of learning outcomes. However, the school administrator will ensure that instructional time is not impacted when considering guest speakers and/or activities offered via external agencies.
7. The District will communicate to community agencies and corporations (e.g., Newfoundland Power, NL Hydro, municipalities) the need to schedule power outages and other infrastructure work outside instructional time.
8. The District will monitor the impact of weather related school closures on instructional time and review weather closure protocols as deemed necessary.
9. The District reserves the right to limit lost instructional time and school administrators will adjust school activities accordingly as instructional time loss occurs.

References:

[*Schools Act, 1997 of Newfoundland*](#)

[*Newfoundland Curriculum Guides*](#)

Collective Agreement:

http://www.exec.gov.nl.ca/exec/hrs/working_with_us/collective_agreements/NLTA_Provincial.pdf

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Amended: _____