

ORGANIZATION FOR INSTRUCTION

Background

The Principal is held accountable for organization of the plan for instruction at his/her school consistent with the Registrar's Handbook for School Administrators.

Procedures

1. The Director, in consultation with principals, will set staffing on an annual basis. Due consideration will be given to flexibility and special circumstances in the specific school.
2. The Principal, in consultation with staff, shall develop a school plan which shall clearly outline the:
 - 2.1 Organization of classes;
 - 2.2 Organization of teacher assignments;
 - 2.3 Course offerings of the school; and
 - 2.4 Extracurricular and co-curricular activities.
3. The function of assigning students to classes is the responsibility of the Principal, in consultation with all staff members affected at that instructional level. As much as possible, schools are to utilize heterogeneous grade level groupings of students.
4. It is further recognized that there may be a need to group students in different grades or different courses in the same class.

Reference: Sections 85, 163, 168, 175, 179 Education Act
The School Division Administration Regulations 45
The Registrar's Handbook for School Administrators

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