



## **CLASS RELEASE TIME POLICY (Primary)**

### **Rationale**

The Primary Teachers' Collective Agreement requires all primary schools to have a policy detailing its provision to comply with allocation of class release time for teachers in its employ.

### **Policy Statement**

The Board, in accordance with set regulations, will fully implement the class release time allowance for its teaching staff and will consult with its teachers on the implementation of this policy.

### **Policy Guidelines**

1. Decisions relating to this allocation will in the final instance rest with the principal and Board.
2. All full-time teachers employed by the school shall be entitled to twenty-five hours release time per term.
3. Depending upon the requirements of school programmes, the release time will be taken as technology release.
4. It may be deemed preferable to have a consistent allocation across all teachers in the school or may be possible on a teacher-by-teacher basis, depending on preference.
5. From 2025, permanent part-time teachers will receive CRT on a pro-rata basis allocated according to hours employed.
6. From time to time, it may not be possible to allocate the CRT allowance, for example, in times of emergency or staff absence. When such a circumstance occurs, it is important that school management is able to call upon the services of trained teachers.
7. A process of implementing such requirements will be discussed with the whole staff having consideration to giving due notice and, where possible, compensatory time.

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Reviewed by the Board: 11 August 2025

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Next Review: August 2028

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