



Administrative Procedure 200

ORGANIZATION FOR INSTRUCTION

Background

The basic structure of the District for instruction consists of three main divisions: elementary, middle and secondary schools.

The elementary schools include schools with kindergarten through grade 5 and kindergarten through grade 7. The middle schools are designed for grade 6 to 8 students. The secondary schools include schools with grades 8 through 12 and grades 9 through 12.

The principal is responsible for the organization of the plan for instruction at their school.

Procedures

1. The instructional program is arranged in units commonly designated as grades, each grade approximating a year's work. However, multi-level offerings may be established to meet the needs of individual students whose continuous progress may be better served in that way.
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.
3. The function of assigning students to classes and teacher assignments is the responsibility of the principal, pursuant to the [School Act](#) and relevant legislation, in consultation with staff members affected at that instructional level.
4. It is recognized that there may be a need to group students in different grades or different courses in the same class.

Reference: Sections 17, 20, 22, 65, 76.1, 85 School Act
School Regulation 268/89
Collective Agreement

Adopted: November 3, 1973
Revised: April 2, 1984; April 9, 1991; December 15, 2020