

# **Length and Structure of the School Day and Year**

Section 65A(2) of the Education Act 1989 requires that every board of trustees shall ensure that each school it administers is open for instruction every year on the number of half-days set by the Minister of Education. Schools must be open for instruction accordingly.

Under section 65E of the Education Act 1989, a board of trustees may close a school at any time because of epidemic, flood, fire or other emergency. Ministry of Education consent to close a school in an emergency is not required although the local Ministry office should be notified. However, if the emergency will result in the school not being open for the required number of half-days in that year, approval to reduce the number of half-days open must be obtained from the Manager at the nearest office of the Ministry of Education. Emergencies do not include paid union meetings or strikes.

## **Length of School Day**

For each school the length of the “school day” shall be determined according to the requirement that students are normally required to be in attendance for two half days, one before noon, the other after noon.

The normal teaching load in respect of any one day is therefore related to that requirement and takes account of the normal timetabling practices of each school.

At West Park School the school day begins at 9am and finishes at 3pm. During the day the students receive one twenty minute morning tea break and a one hour lunch break.

## **Length of School Week**

Except where interrupted by any public holiday or any other holiday allowed for in accordance with Part 7 of the Education Act 1989 or by any provision in this agreement authorising the absence of teachers, the length of the school week for each school is determined according to the requirement that students are normally required to be in attendance for 10 half days on the days Monday to Friday inclusive.

## **Length of School Year**

Except where reduced by any lawful decision of the employer to close the school to students, the length of the school year for each school is determined according to the requirement that schools are required to be open for instruction at least 380 half days in any one calendar year.

## **Division of Year into Terms and Holidays**

For the purposes of organising their educational programmes it is noted that schools are permitted to divide the school year into teaching terms and holidays (vacations) in accordance with Part 7 of the Education Act 1989.

**Section 65C of the Education Act 1989** states that every board shall ensure that all schools it administers are closed on Saturdays, Sundays and on the following days:

- New Year's Day
- 2 January
- Waitangi Day
- Good Friday
- Easter Monday
- Easter Tuesday
- Anzac Day
- The Sovereign's birthday
- Labour Day
- Christmas Day
- Boxing Day
- And, the day observed in the locality in which the school is situated as anniversary day.

The Department of Labour website has information on dates for current and future New Zealand public holiday and anniversary days.

### **West Park School Hours of Instruction**

- 9.00 – 11.00 am: Morning Teaching Block  
11.00 - 11.20 am: Morning Tea break  
11.20 - 12.45 pm: Middle Teaching Block  
12.45 – 1.45 pm: Lunch break  
1.45 – 3.00 pm: Afternoon Teaching Block

***Reviewed: SEPTEMBER 2020***