



<i>The Classical Academy</i>	<i>Policies and Procedures</i>
Policy Name:	Length of Instructional Workday
Policy Number:	GCLA-TCA
Original Date:	4/30/2013
Last Reviewed:	4/30/2013
Category:	Personnel
Author/Cabinet Approval:	Director of Human Resources

## INTRODUCTION

Education Professional personnel time schedules are directly related to the established school calendar and length of instructional day. The working day for education professional employees shall be determined by the school day established for students and by the pre-approved instructional schedule developed by the Principal. The length of the workday shall provide for the safe and effective instruction and supervision of students and for the administration of the school, including the beginning and the end of the school day.

This TCA policy replaces ASD20 Policy GCLA.

### Policy Revision History

<b>Date</b>	<b>Revision Details</b>	<b>Revised By</b>
4/30/2013	Reformatted policy into new template. Completed annual review.	Director of Human Resources