



Independent AB Authority	Footprints for Learning Society (Academy)
Policy Number	Number G 2.0
Policy Title	Hours of Operation
Date of Review	August, 2023

---

## OVERVIEW

The calendar for the school year is established annually by the FFLA Board in accordance with provincial legislation, Alberta Education policies and any applicable collective agreements. The FFLA Board establishes and adjusts the hours of operation of a school in accordance with the requirements of this regulation as The FFLA Board references the Rockyview School Division's calendar for this framework.

1 Schools will operate on the basis of the school calendar established annually by the Board.

2 The principal must ensure that each Kindergarten student is scheduled to receive the Alberta Education prescribed minimum of 475 hours of instruction provided over a minimum of 180 days per school year. Grades 1-9 hours of instruction.

3 The principal must ensure that each student in grades 1 to 9 inclusive are scheduled to receive the Alberta Education prescribed minimum of 950 hours of instruction provided over a minimum of 180 days per school year.

4 The principal must ensure that each student in grades 10 to 12 inclusive are scheduled to receive the Alberta Education prescribed minimum of 1,000 hours of instruction provided over a minimum of 180 days per school year.

## 5 School Hours of Operation

1. The principal must establish the hours of operation of the school through consultation with the Board and its Annual Operating Plan with Alberta Education.
2. If a principal wishes to adjust a school's hours of operation they must plan such with the FFLA Board and/or Alberta Education with regards to:
  - (i) educational implications;
  - (ii) logistics (transportation, etc.); and
  - (iii) consultation with staff, parents and if applicable, the community; (e.g. Case in point - Inclement Weather).
3. FFLA operates classes from 8:15 am through 3:00 pm Monday through Thursday AND 8:15 am through 1:10 pm on Fridays. A warning bell will sound at 8:10 am, with the expectation that students are in class by 8:15 am, ready to learn. Students who arrive after 8:15 am must be dropped off at the front door, as the back will be locked. If your child is going to be late, please inform the homeroom teacher and have the student check in at the front office upon arrival for a late slip. Recurring late arrivals will result in a meeting with administration.
4. FFLA follows a traditional school calendar generally from September through June each year. (Again, FFLA follows a calendar similar to the Rocky View school division calendar). FFLA is closed on most statutory holidays. FFLA may be closed during inclement weather conditions; such closures will be announced by email and Facebook postings. Please check your FFLA email prior to coming on poor weather days. For a detailed calendar for the school, please visit our website at [www.footprintsforlearningacademy.com](http://www.footprintsforlearningacademy.com). The calendar will be posted as a PDF file for operational days and with a Google Calendar that will be updated monthly.
5. Students will have opportunities throughout the school year to participate in extracurricular activities at FFLA. Parents and students will be informed about extracurriculars via email from the lead teacher or event coordinator or athletic director. There will also be announcements on the FFLA facebook page, or newsletters or Google Calendar on the website. These activities typically run after school till 4:00pm. Pick-up time is 4:00 pm sharp. Recurring late pick-ups will result in loss of opportunities to participate in the activities.