

**CODE:** GCA.AR**EFFECTIVE DATE:** (15-02-2007)**TOPIC:** The School Year Calendar**ISSUE DATE:** (08-07-2025)**REVIEW YEAR:** (2032)

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## OBJECTIVE

To provide direction and clarity related to the development of the Division's school year calendar.

## DEFINITIONS

Please refer to Board Policy GCA.BP Approval of the School Year Calendar for the definitions of the following terms: Day of significance, operational day, professional development day, school year calendar and teachers' days-in-lieu.

## REGULATION

### A. SCHEDULING REQUIREMENTS

1. The school year calendar must adhere to collective agreement requirements, and applicable federal and provincial statutes and regulations.
2. The school year calendar must include the following breaks for students:
  - a. Saturdays and Sundays.
  - b. Fall, winter, spring and summer breaks.
    - i. Each year, the fall break will be scheduled in alignment with the Collective Agreement for teachers.
    - ii. Each year, the winter break will be scheduled for two full consecutive weeks, commencing on a Monday and inclusive of December 24 and January 2.
    - iii. Each year, the spring break will be scheduled for one full week commencing on the last Monday of March, inclusive of Good Friday or Easter Monday should either of these days occur during the five day interval. Should the Alberta Education testing schedules not allow for this start date, spring break will begin on an alternate Monday.
    - iv. Each year, the summer break will commence for students the day after the last scheduled Alberta Education testing date (Provincial Achievement Test or Diploma Examination, whichever is later).
  - c. General holidays, as mandated by the Alberta *Employment Standards Code* and/or collective agreements.
  - d. Days-in-lieu for parent-teacher interviews, as mandated by the Collective Agreement for teachers.
  - e. Two days for teachers' convention, as required by Section 205(1)(d) of the *Education Act*.
  - f. Professional development days, as required by the Collective Agreement for teachers.
3. The school year calendar must include a minimum of one operational day for opening the school and one operational day for closing the school, as required by the Collective Agreement for teachers.
4. At the secondary level, the calendar should be balanced between two semesters.

## B. DAYS OF SIGNIFICANCE

1. In accordance with Board Policy GCA.BP Approval of the School Year Calendar, days of significance will be included in the school year calendar as breaks for students subject to compliance with all collective agreement requirements, and applicable federal and provincial statutes and regulations.

## C. SPECIAL CIRCUMSTANCES

1. The Superintendent has the authority to modify the school calendar to meet the needs of individual schools.
2. Schools that follow modified calendars must have approval of the Superintendent on an annual basis and must meet the minimum instructional hours mandated by Alberta Education.

## REFERENCES

FBD.BP - Designated Holidays  
FCBD.AR - Time in Recognition of Duties Related to Reporting Student Achievement  
GCA.BP - Approval of the School Year Calendar  
GCAA.AR - Dismissal Times Before Vacation Periods  
GCAB.AR - Remembrance Day  
GD.BP - Instructional Time  
GE.BP - Organization for Instruction  
GEA.AR - Semester Changeover - Senior High Schools  
HAA.BP - First Nations, Métis, and Inuit Education  
HAAB.BP - Anti-racism and Equity  
Alberta Education General Information Bulletin - Alberta Provincial Student Learning Assessment  
Alberta Education General Information Bulletin - Alberta Provincial Achievement Testing  
Alberta Education General Information Bulletin - Diploma Examinations Program  
Alberta Education - Guide to Education  
Custodial Collective Agreement  
Edmonton Public School Board - Multi-Faith Calendar  
Maintenance Collective Agreement  
Support Staff Collective Agreement  
Teachers' Collective Agreement  
Terms and Conditions of Employment - Exempt Non-Management  
Terms and Conditions of Employment - Exempt Management  
*Education Act - Sections 7(4)(b), 33(1)(d), 60*  
*Employment Standards Code of Alberta*  
*Funding Manual for School Authorities*