

**Statement of Policy**

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Teachers with Greater Saskatoon Catholic Schools will be assigned to schools in accordance with the educational goals and objectives of the school division.

**Rationale**

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Greater Saskatoon Catholic Schools believes in providing a diversity of experience and professional growth opportunities for all its teachers.

**Authority**

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- *The Education Act*, Section 174

**Guidelines**

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1. The following factors shall be considered in the allocation and placement of teachers:
  - 1.1 Needs of the students;
  - 1.2 Educational programs;
  - 1.3 Grade level, subject specialty, and the academic qualifications of the teacher;
  - 1.4 Career plans and other personal circumstances of the teacher;
  - 1.5 Experience and equity;
  - 1.6 Needs of the school; and
  - 1.7 Needs of the division.

**Procedures**

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1. The designated Superintendent(s) of Education shall be responsible for the placement of teachers.
2. The principal shall be responsible for the specific assignments of the teachers in her/his school.
3. Teachers may request changes in placement to expand their experience and to enhance their professional growth.
4. Teachers may be requested to assume a change in placement for reasons of educational programming, professional growth, personal circumstances, and division needs.
5. Teachers with seven (7) to nine (9) years of service in the same school are encouraged to consider submitting a *Request for Change in Contract: Percentage and/or Location Form*.
6. Teachers with ten (10) years or more of service in the same building are required to submit a *Request for Change in Contract: Percentage and/or Location Form*.

7. Changes in placement shall be considerate of the current circumstances for the teacher, the school, and the division.

## References

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Statement of Educational Commitment of Greater Saskatoon Catholic Schools:

- To foster good human relationships;
- To assist parents in their Christian responsibility as primary educators of their children;
- To be attentive to the specific needs of each student;
- To support staff members as witnesses of their faith to students, each other, and the community;
- To provide opportunities for each staff member to grow in awareness of the calling to serve.

## Forms

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Administrative Guidelines for Teacher Placement

<b>Date Approved</b>	<b>Dates Amended:</b>		
October 11, 1984	January 22, 1986 April 2004	May 20, 1992 September 2019	January 2002 August 2024