



Rationale:

This policy provides the Board of Trustees the ability to approve paid leave for staff to pursue in-service training that is relevant to the school's strategic direction over an extended time and location.

Purpose:

The purpose of the policy is to provide guidelines for considering applications for Sabbatical Leave.

Definitions:

Sabbatical Leave – release from normal duties on full pay for a limited period (10 weeks) to study or engage in professional development.

Scope:

This policy applies to all permanent, full time teaching staff.

Guidelines:

1. School funded Sabbatical Leave is conditional upon the Board including a budget for the cost of sabbatical leave in the annual budget.
2. Applications for externally funded sabbatical schemes must be made to the Board with the Principal's approval.

Related policies:

1. EEO

Review details:

Review Date	Reviewed by
Aug 2019	SMK
Review cycle: 3 years	Due date for Review: Aug 2022

Management Contact:

Senior Leadership Team member responsible for Professional Development