

TITLE: ELEMENTARY TIME ALLOCATION MODEL

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1.0 OBJECTIVE

To provide a time allocation model to support the organization of school and classroom timetables in the elementary panel.

2.0 DEFINITIONS

In this procedure,

2.1 **Time Allocation Model** means:

- a) the amount of instructional time allocated per subject;
- b) the language of instruction for each subject.

2.2 **October Documentation** means information pertaining to school operations that is submitted to a Superintendent of Instruction on an annual basis. This information includes, but is not limited to:

- a) annual database;
- b) safety issues;
- c) frequently requested information;
- d) policies and procedures to review with all staff; and
- e) program information.

3.0 RESPONSIBILITIES

3.1 Schools principals and their staff will be responsible for ensuring that their school time tables are organized according to the time allocation model outlined in Attachment 1.

- 3.2 Superintendents of Instruction will be responsible for ensuring that schools are adhering to the time allocation model.
- 3.3 The Superintendent of Curriculum will be responsible for ensuring that the time allocation model reflects guidelines established in Ministry documents, as appropriate.

4.0 PROCEDURES

- 4.1 The principal, in consultation with their staff, will develop a school timetable that reflects the time allocation model.
- 4.2 The principal will collect individual classroom timetables from staff in September and ensure that they are aligned with the time allocation model. In instances where the timetable does not reflect the time allocation model, the principal will work with individual teacher(s) to make any necessary adjustments.
- 4.3 Superintendents of Instruction will monitor the implementation of the time allocation model for each school through school visits and by reviewing the October Documentation.

5.0 ATTACHMENTS

Attachment 1: Elementary Time Allocation Model

Attachment 2: Language of Instruction in French Immersion Programs and Accumulated Hours of French Instruction in all Programs

6.0 REFERENCE DOCUMENTS

The Education Act, 2000

Guide to Effective Instruction in Reading, K-3, Ministry of Education, 2003

What Works? Research into Practice – Learning Blocks for Literacy and Numeracy, Ministry of Education Monograph, May 2007

Ontario Curriculum Documents, Ministry of Education

ELEMENTARY TIME ALLOCATION MODEL

Curriculum Area	Eng 1-3	Eng 4-6	Eng 7-8	EFI 1	EFI 2-3	EFI 4-6	EFI 7-8	MFI 4-6	MFI 7-8
English	400	300	300	0	300	300	300	200	300
French	200	200	200	600	300	200	200	300	200
Science & Tech.	100	150	150	100	100	150	150	150	150
Social Studies	100	150	150	100	100	150	150	150	150
Phys.Ed./ Health	200	200	200	200	200	200	200	200	200
• Health	• 40	• 40	• 40	• 40	• 40	• 40	• 40	• 40	• 40
• Phys Ed	• 120	• 120	• 120	• 120	• 120	• 120	• 120	• 120	• 120
• D.P.A	• 40	• 40	• 40	• 40	• 40	• 40	• 40	• 40	• 40
The Arts									
• Dance									
• Drama									
• Music									
• Visual Arts									
Flex Time	40	40	40	40	40	40	40	40	40
Mathematics	300	300	300	300	300	300	300	300	300
Total English minutes	1300	1300	1300	300	600	600	750	500	750
Total French minutes	200	200	200	1200	900	900	750	1000	750
Total minutes	1500	1500	1500	1500	1500	1500	1500	1500	1500

Language of Instruction	
	English
	French
	To be determined at a school level <ul style="list-style-type: none"> • 150 minutes need to be taught in English • 250 minutes need to be taught in French

	Minutes for these subjects differ depending on program and/or grade
	Minutes for these subjects are the same for ALL elementary students

Literacy Block

Schedules will reflect a literacy block of 120 minutes daily in Primary and 100 minutes daily in Junior and Intermediate. During the Literacy Block it is crucial to integrate literacy instruction into cross curricular areas using a variety of genres of reading materials.

LANGUAGE OF INSTRUCTION IN FRENCH IMMERSION PROGRAMS AND ACCUMULATED HOURS OF FRENCH INSTRUCTION IN ALL PROGRAMS

English Program w/ Core French	Middle French Immersion	Early French Immersion
Two Year Bilingual 50/50 Kindergarten Program		
Year 1 Kindergarten 750 minutes per week 470 hours per year 50% French	Year 1 Kindergarten 750 minutes per week 470 hours per year 50% French	Year 1 Kindergarten 750 minutes per week 470 hours per year 50% French
Year 2 Kindergarten 750 minutes per week 470 hours per year 50% French	Year 2 Kindergarten 750 minutes per week 470 hours per year 50% French	Year 2 Kindergarten 750 minutes per week 470 hours per year 50% French
Grade 1-8 200 minutes per week 125.3 hours per year	Grade 1-3 200 minutes per week 125.3 hours per year	Grade 1 1200 minutes per week 752 hours per year 80% French instruction (Math. in English)
		Grade 2 and Grade 3 900 minutes per week 564 hours per year 60% French instruction (Math. and ETFI in English)
	Grade 4-6 1000 minutes per week 628 hours per year 66% French instruction	Grade 4-6 900 minutes per week 564 hours per year 60% French instruction
	Grade 7-8 750 minutes per week 470 hours per year 50% French instruction	Grade 7-8 750 minutes per week 470 hours per year 50% French instruction
TOTAL CORE FRENCH HOURS: 1942 Hours by end of Grade 8	TOTAL MFI FRENCH HOURS: 4140 Hours by end of Grade 8 (Ministry of Education requirement is 3800 hours for Immersion)	TOTAL EFI FRENCH HOURS: 5452 Hours by end of Grade 8 (Ministry of Education requirement is 3800 hours for Immersion)

* English is the language of instruction for Mathematics from grades 1 - 8 in all programs.