



Nova Scotia Teachers Union

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MEMORANDUM

TO: NSTU School Based Administrators

FROM: Staff

DATE: December 3, 2016

RE: **Administrators' Responsibilities during NSTU Work to Rule Job Action**

School based administrators have expressed concerns with respect to their responsibilities for students and teachers during NSTU Work to Rule Job Action. The NSTU is disappointed with comments made by the Education and Early Childhood Development Minister implying that school based administrators intend to jeopardize student safety by abrogating their responsibilities outlined in Section 38 of the *Education Act*.

While following NSTU Work to Rule directives, school based administrators will “ensure that reasonable steps are taken to create and maintain a safe, orderly, positive and effective learning environment” (Section 38 (2) (e)). The NSTU announced the parameters of the Work to Rule job action one (1) week in advance so that School Boards could make and implement necessary plans prior to the start of Work to Rule. Section 39 (2) (g) of the *Education Act* requires that the Superintendent “maintain a safe, orderly and supportive learning environment in all schools in the school district or school region.”

This means should a school based administrator believe that following a Work to Rule directive it would endanger student and/or teacher safety, the administrator will modify the Work to Rule directive, as minimally as possible, to ensure student and/or teacher safety is maintained. For example, this may include supervising students due to their unforeseen late departure beyond the 20 minute following the end of the instructional day or being available for emergencies during the students' lunch break.

After hearing from School Based Administrators, the Provincial Executive has modified the directive that allows to teachers to act as Teacher in Charge. A teacher will be required to act as Teacher in Charge, pursuant to the relevant Regional Agreement, if there is no administrator in the school.

School based administrators shall only use their employer provided/personal cell phones for work purposes for the period beginning 20 minutes before the start of the instructional day and ending 20 minutes after the end of the instructional day unless related to a safety concern or for issues related to employee absence.

Should you have questions pertaining to your responsibilities during Work to Rule, please contact your Local Job Action Committee Chair or strike@nstu.ca.
