

**TRI-COUNTY REGIONAL CENTRE FOR EDUCATION
POLICY and PROCEDURES**

Title	Effective Date	Revision Date	No. of Pages
No. 414 Summer School	April 29, 1997	May 25, 1999 Sept. 23, 2003 April 4, 2017	1

It is the policy of the Tri-County Regional Centre for Education to provide summer school based on the needs of students as numbers warrant.

PROCEDURE under Policy No. **414**

All summer school courses will be delivered on a cost recovery basis.

1. Summer school courses will be coordinated by the offering school principal and/or the Community Learning Department (CLD). It will be the responsibility of the CLD and the Principal, to market, register, and arrange delivery of the course(s). The principal must give final authorization for any summer school program to be offered at his/her school.
2. Participants in the summer school program will be required to provide their own transportation.
3. Summer school courses will be delivered by qualified teachers, licensed by the Nova Scotia Department of Education.
4. A fee for courses in summer school will be charged to all participants and will be of a level to ensure all expenses associated with the delivery of the courses are recovered.
5. Upon completion of the course, the final mark will be issued and may override any previous course mark.