



## **1.0 POLICY**

- 1.1 The Board authorizes the engagement of substitute teachers to replace teachers temporarily absent from their duties.

## **2.0 GUIDELINES**

- 2.1 Prior to engaging a substitute teacher, the substitute teacher will provide a current criminal record check for his/her file to ensure the security of the students and staff.

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References: *Admin Practice(s): HRM 27; Substitute Teachers*  
*School Act: Sec. 100*