

## **PROCESS FOR REQUESTING RELEASE TIME FOR ELEMENTARY SPORTS (2013/2014)**

Email Steve Scott: [sscott@sd73.bc.ca](mailto:sscott@sd73.bc.ca)

Include the following in your email:

**Name**  
**Date release time is required**  
**Purpose of release time**  
**School**  
**Grade(s) taught**  
**Requested TOC**

Submit the email to Steve Scott well before the release time is required. Steve Scott will reply to the request and CC Leah-Ann Cochrane at the Board Office. Leah-Ann will enter the absence into the Oasis system and send a confirmation email.

The amount of available release time varies with the population of the school:

**Group 1 (2 Days per school):**

Aberdeen, Dallas, David Thompson, Dufferin, Juniper Ridge, Lloyd George, McGowan Park, Parkcrest, Raft River, South Sahali, Brock Middle

**Group 2 (1 Day per school):**

AE Perry, Arthur Hatton, Arthur Stevenson, Barriere, Beattie, Bert Edwards, Haldane, Kay Bingham, Marion Schilling, Pacific Way, RL Clemitson, Summit, Westmount

**Group 3 (.5 Day per school):**

Blue River, Heffley Creek, Logan Lake, Pinantan, Rayleigh, Savona, Stuart Wood, Sun Peaks, Vavenby, Westwold

**Other:**

District Volleyball Commissioner (2 days)  
District Basketball Commissioner (2 days)  
District Track and Field Commissioner (2.0 days)  
Tier Volleyball Coordinator (x3) (1 day each)  
Tier Basketball Coordinator (x3) (1 day each)  
Zone Track and Field Coordinator (x4) (1 day each)  
Flag Football Commissioner (1day)

