



Department of
Education

Configuration of the School Day in Public Schools policy

Effective date: 3 February 2026

Version: 3.0

Table of contents

1. Policy statement	3
2. Policy rules	3
3. Responsibility for implementation and compliance	4
4. Scope	4
5. Supporting procedures	4
6. Definitions	4
7. Related documents	5
8. Contact information	5
9. History of changes	6
10. More information	7
Policy review date	7

1. Policy statement

The hours of instruction provided to students comply with the requirements of legislation and industrial agreements.

2. Policy rules

Principals will:

- configure the school day to ensure the minimum hours of instruction are responsive to student needs and the context of the school community
- communicate relevant and accurate information about school hours to the school community
- manage the configuration of the school day in accordance with the Configuration of the School Day in Public Schools procedures.

Guidance

The minimum hours of instruction for students, exclusive of recess or lunch times, are set by the *School Education Regulations 2000*. The minimum hours of instruction for students are not the same as the minimum hours of face-to-face teaching time for teachers.

The minimum hours of instruction:

- Kindergarten: an average of 15 hours a week during each 2 week period in which the school is open for instruction with the delivery model determined by the principal (link for internal staff use only)

Pre-primary to Year 12:

- a minimum 25 hours and 50 minutes during each week in which the school is open for instruction as determined by the principal
- a minimum 4 hours and 10 minutes during each day on which the school is open for instruction as determined by the principal.

Schools are not open for instruction on proclaimed Western Australian public holidays if they fall in a school term. A public holiday reduces the hours of instruction for students in that week. Part-time Kindergarten students who are timetabled to attend on a public holiday do not attend on that day and are not expected to attend on an alternative day.

3. Responsibility for implementation and compliance

Implementation of the policy is the responsibility of the principal.

Compliance monitoring is the responsibility of line managers.

4. Scope

This policy applies to all principals in public schools and directors of education.

5. Supporting procedures

[Configuration of the School Day in Public Schools procedures](#)

6. Definitions

School day

School day is a gazetted term date on which the school is open for providing instruction to students.

Hours of instruction

Hours of instruction is the amount of time students receive instruction in a school. It does not include recess or lunch breaks, or learning time outside of school, such as time for homework, tutoring, training for sports teams, music and drama rehearsals.

7. Related documents

Relevant legislation or authority

[School Education Act 1999](#)

[School Education Regulations 2000](#)

Related Department policies

[Curriculum Assessment Reporting in Public Schools policy](#)

[Duty of Care for Public School Students policy](#)

[Incident Management on Department of Education Sites policy](#)

[Student Attendance in Public Schools policy](#)

Other documents

[Incident Management Manual](#) (link for internal staff use only)

8. Contact information

Policy manager:

Assistant Executive Director, Public Schools Planning

Policy contact officer:

Manager, Schooling Planning

T: (08) 9264 4322

9. History of changes

Effective date	5 November 2009
Last update date	15 December 2014
Policy version no.	2.1
Notes	Minor changes to reflect Year 7 move to a secondary setting Approval D14/0522947.
Effective date	5 November 2009
Last update date	28 January 2026
Policy version no.	2.2
Notes	Minor changes to include reference to Public Schools D18/015165 and updated legislation links D18/0207680.
Effective date	5 November 2009
Last update date	26 February 2020
Policy version no.	2.3
Notes	Minor changes to contact information D20/0094086
Effective date	3 February 2026
Last update date Policy version no.	3.0
Notes	Policy and procedures approved by the DG on 23 January 2026 D26/0061103

10. More information

Supporting content

Procedure

[Configuration of the School Day in Public Schools procedures](#)

Policy review date

3 February 2029
