

## Administrative Procedure 446

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# REDUCTION OF CLASSIFIED STAFF

## Background

Required reductions in classified staff, in a particular school/department, may occur due to

- Allocation decreases;
- Consolidation, transfer or termination of programs;
- School closures; or
- Student needs.

## Procedure

1. When natural attrition will not compensate for required reductions, to determine those classified staff affected by reduction, the process for each employee group as outlined in the applicable Collective Agreement (AUPE and Unifor) or Terms and Conditions of Employment (OOS) will be followed.

Adopted: April 3, 2000

Reviewed/Revised: June 12, 2002, June 28, 2013, June 30, 2017, February 5, 2021

Reference: Education Act, Sections 51, 52, 53, 54, 196, 197, 204, 212, 213, 215, 217, 218, 219, 222, 225, 232  
Employment Standards Code  
Labour Relations Code  
Collective Agreement  
Terms and Conditions of Employment