



## Policy Manual – Human Resources

### H.T.21 Staff Requirements in Religious Education/ Formation/ Renewal – (Teaching & Administration)

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#### Policy Statement

The Hamilton-Wentworth Catholic District School Board requires that both newly appointed teachers and teachers on permanent contracts **as well as educators serving in administrative capacities** shall carry out the Board's mandate pertaining to Religious Education courses, **Faith Formation Program** and Religious Renewal updating.

#### Purpose

**For teachers in the classroom, Faith Formation and Religious Renewal are designed to enhance their effectiveness as teachers in a Catholic school, to enhance their spirituality, and inform them on current theological issues.**

**For those in administrative positions, Religious Renewal will enhance their effectiveness as Catholic leaders, their spiritual formation and/or theological knowledge.**

In hiring new staff, preference shall be given to those teachers who can either produce evidence of having completed full university course(s) related to religious education programs or to those teachers who produce evidence of their successful completion of the Religious Education programs offered by their respective teacher training institutions.

Senior Administration shall be required to undertake, once every three years, an approved course or activity which will enhance their effectiveness as Catholic leaders, their spiritual formation and/or theological knowledge.

The Superintendent of Education – **Religion, Family Life and Faith Formation**, in consultation with the system Adult Faith Animator, shall be responsible for the approval of courses or activities necessary in order to fulfil the requirements of this policy.

#### Responsibility

**Director of Education, Superintendent of Education of Religion, Family Life and Faith Formation, Principals**

#### Policy Review Date

BM Original Policy Approved 20 June 75

Revisions: 4 June 1991, 7 March 1995, 5 November 1996, 7 November 2000,  
23 January 2001, 1 June 2004, 2 June 2009, 6 May 2014, 6 November 2019

To be reviewed every three years