ABBOTSFORD
SCHOOL DISTRICT

AP 419 – Teacher Exchange

Background

On occasion district teachers express an interest to participating in a teacher exchange program. The purpose of this procedure is to provide consistent process around this practice.

Procedures

Considerations/Guidelines for Teacher Exchange Programs.

1   Eligibility to work in Canada

    1.1   The potential exchange candidate must obtain the appropriate employment authorization before entering Canada, including an approved temporary work Visa.

    1.2   Participation in the "Reciprocal Exchange Agreements" arranged between foreign educational authorities and Canadian provincial governments or school boards. These types of exchanges require an employment authorization. Destinations for reciprocal exchange include: Australia, Denmark, Germany, New Zealand, The Netherlands, Switzerland, The United Kingdom (including England, Scotland, Wales and Northern Ireland).

2   Qualifications

    2.1   To qualify as a potential exchange candidate, a teacher must:

        2.1.1   Have confirmation of teaching certification which must be verified prior to the approval of the exchange application.

        2.1.2   Have a minimum of 5 years teaching experience.

        2.1.3   Be recognized by his/her employing authority as an exemplary teacher who is a credit to the profession, and

            2.1.3.1   Obtain formal approval for the exchange from his/her principal, supervisory officer, school board or authority; and,

            2.1.3.2   Have a full-time assignment with a permanent contract

        2.1.4   Meet the criteria established by the exchange country to which he/she wishes to apply

        2.1.5   Supply criminal record check information prior to approval of the exchange

        2.1.6   Have the required teacher education including verification of educational requirements. Exchange candidates may need to have their credentials certified through an International Credential Evaluation Service.

3.   Insurance and Medical Coverage

   3.1   Employees participating in an exchange program are responsible for providing their own out of country medical coverage for the duration of the exchange.

   3.2   District employees working outside of Canada are covered under Worksafe BC for a period of 6 months.

   3.3   Additional medical coverage may be required to evacuate employees from unsafe environments depending on the location of the exchange.

4.   Accommodation

   4.1   Accommodation and transportation is the responsibility of the transferred employee. The District is not responsible to assist in this regard.

5.   Terms of Employment and Collective Agreements

   5.1   A document similar to a secondment agreement would be drawn up to determine how employees would be paid. There are two scenarios depending on the exchange program:

      5.1.1   the employee takes a leave from the district and assumes the full pay and working conditions of the exchange location including pay, benefits, and other working condition; in this scenario the exchange employee becomes an employee of the District

      5.1.2   the employee continues to be paid by their home organization and adopts the basic working conditions of the exchange organization; the exchange employee is paid by their home organization and adopts the working conditions outlined in the district's collective agreement.

   5.2   The terms and conditions of collective agreements apply to all employees working for the Abbotsford School District.

   5.3   The District reserves the right to cease the arrangement at any time and without notice.

6.   Criminal Record Checks

   6.1   Participants are required to supply criminal record check information prior to approval of the exchange.

7.   Parent Response, Teacher Support and Coaching

   7.1   Other serious matters of consideration like parent response, the requirement to provide coaching, learning materials, curriculum requirements are worthy of consideration.

Reference   The Canadian Education Exchange Foundation (CEEF) is a not-for-profit registered foundation with the primary purpose of providing international and interprovincial exchange opportunities for educators and students.