

## Post Primary Template Directed Time Budget (35 min Lessons)

					Annual	
	Frequency	No. minutes	Multiple	Minutes	Subtotal	TOTAL HRS
Directed time/ supervision before school	Daily	5	x185	925		
Contact/ Teaching time inc. Cover and Registration (upto 23.5hrs)	Weekly	1410	X37	<b>52170</b>		
Morning Break	Daily	10	x185	1850		
Supervision after school from bell	Daily	10	x185	1850		
					56795	946.58
<b>PPA (Minimum 10% 1265hrs)</b>		<b>7590</b>	<b>x1</b>			
Before school (PPA)	daily	0	x185	0		
Non Contact Periods (3 free periods)	Weekly	105	x37	3885		
After School (Tuesday/Wednesday)	Weekly	105	x37	3885		
					7770	129.5
<b>Other Directed Time (subject to individual school/ teacher variation)</b>						
SEN Admin (update digital file)	3x Annually	150	x3	450		
Professional duties (form pastoral)	Multiple	15	x37	555		
Teaching Allowance duties/meetings (2 non contact periods)	Weekly	70	x37	2590		
Whole school meetings	Weekly	60	x37	2220		
Professional development (PRSD )		120	x1	120		
Parent meetings	Annually	150	x5	750		
Pupil Reports	Annually	600	x1	600		
Open/Prize days /Religious events	2x Annually	240	x2	480		
School shows/performances						
Staff Development days		330	x5	1650		
Exceptional closure (reduce 190 accordingly)		330	x5	1650		
					11065	184.42
<b>Contingency Time</b>					<b>270</b>	<b>4.5</b>
<b>TOTAL</b>					<b>75900</b>	<b>1265</b>
<b>Weekly timetable (30 minute lunch)</b>						
	<b>Start</b>	<b>Finish</b>	<b>Hours</b>			
Monday	08:55	16:20	6'55			

Tuesday	08:55	16:15	6'50			
Wednesday	08:55	16:00	6'35			
Thursday	08:55	15:45	6'20			
Friday	08:55	15:10	5'45			
		<b>TOTAL /wk</b>	<b>32.42</b>			