

Example Primary school (KS1, TA)

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		No. minutes	Multiple	Subtotal	Total	
Morning						
Directed time before school	8.45start	15	x190	2850		
Teaching Time to break	9 - 1015	75	x190	14250		
Morning Break	1015-1030	15	x190	2850		
Teaching time to Lunch	1030-1215	105	x190	19950		
Afternoon						
Teaching time from lunch to final bell (mon & Fri)	1245-200	75	x76	5700		
Teaching time from lunch to Final Bell (Tues - thurs)	1245-250	125	x114	14250		
Supervision after school from bell	250-255	5	x190	950		
					60800	
PPA (Minimum 10% 1265hrs)		7590	x1			
Monday	2-250	50	x38	1900		
Tuesday	3-4pm	60	x38	2280		
Wednesday	3-4pm	60	x38	2280		
Thursday	3-330	30	x38	1140		
					7600	
Other Directed Time (subject to individual school/ teacher variation)						
SEN Admin eg. PLP, ann review/meeting prep		200	x3	600		
Professional duties		100	x3	300		
Teaching allowance duties/meetings		30	x38	1140		
Whole school meetings (255 - 355)	Monday	60	x38	2280		
Professional development (eg. PRSD)		330	x2	660		

Parent meetings (1 meeting per year over 2 sessions)		90	x2	180		
Pupil reports		600	x1	600		
Open/Prize evenings						
Religious events		180	x1	180		
School shows/performances						
Staff Development Days		300	x5	1500		
Exceptional closure (reduce 190 accordingly)			x			
					7440	
Contingency time					60	
TOTAL Minutes						75900
TOTAL HOURS						1265
Weekly timetable (30 minute lunch)						
		Start	Finish	Hours		
	Mon	845	415	7		
	Tues	845	400	6.75		
	Wed	845	400	6.75		
	Thurs	845	330	6.25		
	Fri	845	300	5.75		
	Total Hours			32.5		

