

## 2026-2027 Directed time calculation (1265) for teaching staff

| No       | Description   | Week/Days   | Times        | Hours | Calculation               | Total          |
|----------|---|-------------|--------------|-------|---------------------------|----------------|
| 1        | Core contact time (time spent in front of pupils including PPA/ECT/MT allocation) | 38 weeks    | 0830-1515    | 6.75  | 190days x 6.75hours       | 1282.5         |
| 2        | Professional Development Day  | 5 days      | 0830-1515    | 6.75  | 5Days x 6.75hours         | 33.75          |
| 3        | AH directed responsibilities  | 38 weeks    | After school | 0.75  | 38weeks x 1day x 0.75hour | 28.5           |
| 4        | Staff CPD – where meetings are outside the core contact time                      | 38 weeks    | After school | 1.0   | 38weeks x 1day x 1hour    | 38             |
| <b>5</b> | <b>SUB TOTAL DIRECTED HOURS</b>   |             |              |       |                           | <b>1382.75</b> |
| 6        | Lunch break   | 39 weeks    | As per rota  | 0.75  | 39weeksx5daysx0.75hour    | 146.25-        |
| 7        | Thank you, day  | 1 day (min) | normal       | 7     | 7hours - 0.75 lunch       | 6.25-          |
| <b>8</b> | <b>TOTAL DIRECTED HOURS</b>   |             |              |       |                           | <b>1230.25</b> |
| <b>9</b> | <b>BALANCE IN LIEU</b>  |             |              |       |                           | <b>34.75</b>   |

An adjustment has been made to the 1265 timetable as school leaders report that they currently have 1 hr CPD per week and have not been using the 30-minute staff meeting time.

The 0.75 hour / week directed time allows AH to combine time over two or 3 weeks to enable staff to complete tasks such as writing CPD, EHCP, updating behaviour plans etc without staff requesting additional cover or time for such tasks

Yours faithfully



Andrew Aalders-Dunthorne  
CEO