



# **Education, Culture & Sport Service**

## **Highland Local Negotiating Committee for Teachers**

**LNCT Agreement no. 6 -**

**Reduction of Class Contact Time for  
Primary and Nursery Teachers**

# REDUCTION OF CLASS CONTACT TIME FOR PRIMARY AND NURSERY TEACHERS

## 1. Introduction

- 1.1 The National Agreement, “*A Teaching Profession for the 21<sup>st</sup> Century*” set out arrangements for maximum class contact time for teachers in Scotland.
- 1.2 As a consequence of the National Agreement the maximum class contact time of teachers across all sectors will be 22.5 hours no later than August 2006.
- 1.3 The first stage of this exercise will require the reduction of class contact time for teachers in primary and nursery schools to 23.5 hours from August 2004.

## 2. Working Hours

- 2.1 The working hours of teachers are set out in Annex D of the National Agreement.
- 2.2 There are only three divisions of time – class contact time, personal time, and collegiate time.
- 2.3 From August 2004 the maximum class contact time for teachers in primary and nursery classes shall be 23.5 hours per week. Personal time is calculated as no less than one third of maximum class contact time and shall be 8 hours per week. The balance of time, 3.5 hours per week, is for collegiate activity. The use of this collegiate time, which includes additional time for preparation and correction, shall be agreed at school level as outlined in the JCG document, ‘Guidance for Schools on Agreeing a Programme of Collective Activity’ (May 2001).
- 2.4 Personal time may be undertaken at a time and place of a teacher’s choosing as set out in Annex D. Teachers must notify line managers of their intentions in this regard. .
- 2.5 The 1.5 hours class contact reduction time must be arranged in meaningful blocks of time, and should normally be no less than 45 minutes.
- 2.6 Teachers, whether class teachers or visiting specialists, cannot be required to cover for absent colleagues if this takes them above 23.5 hours class contact.

2.7 23.5 hours is a weekly ceiling on class contact time. There is no provision in the National Agreement for the aggregation of time.

3 **Delivery of the Curriculum**

3.1 When a class is taught by another teacher it is that teacher who assumes responsibility for the teaching and learning undertaken in that period of time.

3.2 This covers planning, teaching, assessing, recording, and reporting.

4. **Part-Time Teachers**

4.1 Part-time teachers will have pro rata arrangements arising from the terms of contract.

4.2 Arrangements for part-time teachers require pro rata attendance at parents meetings and pro rata commitments to collegiate activities.

Signed on behalf of the Council

Signed on behalf of the Teachers' Side

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Name Bruce Robertson

Name Andrew Stewart

Designation Joint Secretary LNCT

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Date 21 May 2004

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