

SCHOOL / PARTNERSHIP:

Number of Classes: 9

Number of Pupils: 240

FORM B

Week Beginning	Planning	Parents' Meetings / Reporting	Development	Staff Meetings	Professional Review & Development	Assessment / Maintaining Records	Supporting Learners	Flexibility	Total Hours (No more than 5 per week)	Comments
13/08/2018	x	x	x	x	x	x	x	INSET/hol	0	
20/08/2018	3.5							INSET	3.5	
27/08/2018	3						2		5	
03/09/2018	2	1.5	1.5						5	
10/09/2018		1.5		1		1	1.5		5	
17/09/2018		2	1.5			1.5			5	SMT/CT
24/09/2018			1.5	1		1	1.5		5	Cluster Development Wed 26th
01/10/2018	1.5	1.5					2		5	Drop-in
08/10/2018				1		1	3		5	
15/10/2018	x	x	x	x	x	x	x	hol	0	
22/10/2018	x	x	x	x	x	x	x	hol	0	
29/10/2018	2		1.5			1	0.5		5	
05/11/2018	2	1		1		1			5	Prep
12/11/2018		5							5	Appointments
19/11/2018	2	1.5		1			0.5		5	Write up
26/11/2018	2		1.5			1	0.5		5	Cluster Development
03/12/2018		1.5					1.5	2	5	SMT/CT
10/12/2018	2			1				2	5	
17/12/2018			1.5			2.5	1		5	
24/12/2018	x	x	x	x	x	x	x	hol	0	
31/12/2018	x	x	x	x	x	x		hol	0	
07/01/2019						1	2.5		3.5	
14/01/2019	2			1		1	1		5	
21/01/2019			1.5				3		4.5	
28/01/2019	2			1		1	1		5	
04/02/2019	2	1				1	1	0	5	Drop-in + prep
11/02/2019	0.5		1.5			1		2	5	
18/02/2019				1		2	2	INSET	5	
25/02/2019	2	1					0.5		3.5	
04/03/2019	2	3							5	
11/03/2019		4		1					5	
18/03/2019		3.5	1.5						5	Cluster Development
25/03/2019		5							5	SMT/CT + Reports
01/04/2019	1			1		1	2		5	
08/04/2019	x		x	x	x	x	x	INSET/hol	0	
15/04/2019	x	x	x	x	x	x	x	hol	0	
22/04/2019		5						hol	5	
29/04/2019	1	3		1					5	Reports due to SMT
06/05/2019	3		1.5				0.5	hol	5	
13/05/2019	2					2	1		5	Reports out to parents
20/05/2019	1	3		1					5	Prep
27/05/2019	2	3							5	Drop in and Appointments
03/06/2019				1	2		2		5	SMT/CT
10/06/2019					1	1	1	2	5	PRD
17/06/2019		3		1		1			5	CT/CT
24/06/2019							3	2	5	
Total Hours	40.5	50	15	15	3	22	34.5	10	190	

P/P/M/R min 90 hrs. Total:-

90.5

(Any cells filled in red do not meet LNCT requirements)

Other: