

The National Agreement on Teachers Pay and Conditions - Phase 3

Time for Planning Preparation and Assessment

Background:

Research showed:

- too much teachers' time taken up by tasks not directly to do with teaching and learning;
- not enough time within the school day for teachers to plan, prepare and assess lessons;
- nationally, recruitment and retention of teachers a concern;
- teacher workload needing better management.

A review by the Government, employers and school workforce unions led to a new National Agreement on Teachers' Pay and Conditions in 2003.

The Regulations:

From 1st September 2005, all teachers must be given a minimum of 10% of their timetabled teaching time to plan, prepare and assess the work they are doing with children. The time must be allocated on a regular basis (for example weekly or fortnightly.) Teachers must be able to rely on having this time without interruptions. They cannot be asked to carry out other tasks during their 'PPA' time

This means every teacher in every school will have guaranteed time in the school day to plan, prepare and assess lessons which meet the needs of every pupil.

Giving teachers an uninterrupted opportunity within the school day to work on developing their own lessons should raise the standards of achievement for all pupils.

All schools are reviewing and where necessary remodelling their patterns of working in order to ensure they comply with the regulations of the National Agreement in ways which best meet the needs of the school.

The aim of the National Agreement is:

- to improve the recruitment and retention of teachers throughout the country;
- to ensure that standards in schools are maintained and improved;
- to focus teachers' time on tasks related to teaching and learning;
- to limit when teachers have to cover if colleagues are absent;
- to give all teachers time in the school day to plan, prepare and assess children's work.

The National Agreement ensures all teachers can concentrate their efforts on the key areas of work for which they have been trained. It also recognises the important contribution made by support staff and other appropriately skilled adults in many aspects of the work of schools.

Workforce Reform in schools is a national programme which aims to provide teachers with the right conditions to do their job to the highest possible standard for the benefit of children and young people.

Schools are now required to provide teachers with proper time to plan and prepare lessons and to assess children's work (PPA time). In common with all other schools in the country, West Sussex schools have been provided with funding to ensure that they can make this time available.

Support staff, such as Teaching Assistants, now play a key role in schools. They have access to regular training opportunities and provide invaluable support to children in classrooms. In many schools across the country, as well as in West Sussex, they will be part of the team that will supervise children's learning to enable teachers to access PPA time.

Good teachers will be encouraged to stay in the profession, and if they have time to prepare better, they will teach better, and children will achieve higher standards.

Robert Back
Director of Education

Different approaches being considered by schools:

Depending on the size and situation of your children's schools, the Governors may be considering meeting the legal requirements in a combination of different ways:

- by employing additional, qualified teachers to teach while the class teachers are doing their planning;
- by using additional specialists, such as sports coaches or music instructors to take groups or classes for particular times of the week;
- by using other adults with appropriate skills and qualifications such as teaching assistants or "higher level teaching assistants" to work with groups or classes for particular aspects of learning or parts of the week;
- by using existing teachers in the school who have been released from other tasks not related to teaching.

Giving teachers time for Planning, Preparation and Assessment should result in your children receiving a richer and more varied experience at school.

Contact Website: www.remodelling.org

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Frequently asked questions:

I have heard the term PPA. What does that mean?

PPA stands for Planning, Preparation and Assessment. It means that teachers will have time during the school week to plan, prepare and assess your child's work and progress.

When will this happen in my child's class?

Schools will organise PPA in different ways. Each school will choose the most suitable for them. In some schools teachers will be released for half a day, in others teachers may be released for shorter periods on more than one day. Other schools may organise the time in different ways.

When will this happen?

Schools must start these requirements from September 2005 onwards.

What will happen to my child when their teacher has PPA time?

Again schools will organise this in a variety of ways. It may be that another teacher takes the class for a specific subject; an alternative might be an instructor or coach or other expert; a further option could be that an appropriate member of the support staff assumes responsibility for the class at that time. The school may use a range of approaches.

How will this benefit my child?

This is an opportunity to enrich the curriculum and make the most of the expertise of adults other than the class teacher.

Surely this will be more expensive for the school?

It will certainly have financial implications. West Sussex County Council have provided some additional funding for all schools. Schools will have audited their existing resources in order to make the best use of them in addition to using extra funding. This national initiative is intended to improve your child's education, and so will be worth the cost.

So who is responsible for my child's work and progress?

Your child's class teacher continues to be responsible for the overview of the progress of your child through the year. The person who is working with your child while the class teacher is doing 'PPA' will also report on progress. This may be direct to you as part of the school's reporting system, and/or to the class teacher to contribute to the overall assessment of your child's progress.

The school will have a policy outlining the way in which Planning Preparation and Assessment will be organised.



This leaflet has been approved by the
West Sussex Workforce Agreement Monitoring Forum

June 2005 · www.westsussex.gov.uk