



Care & Learning Service

Highland Local Negotiating Committee for Teachers

**LNCT Agreement no. 6
(Revised June 2018)**

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

CARE AND LEARNING SERVICE

REDUCTION OF CLASS CONTACT TIME FOR PRIMARY TEACHERS

1. Introduction

- 1.1 The National Agreement, “*A Teaching Profession for the 21st 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.

2. Working Hours

- 2.1 The working hours of teachers are set out in SNCT Handbook Part 2, Section 3.
- 2.2 There are only three divisions of time – class contact time, personal time, and collegiate time.
- 2.3 The maximum class contact time for teachers in primary classes shall be 22.5 hours per week. Personal time is calculated as no less than one third of maximum class contact time and shall be 7.5 hours per week. The balance of time, 5.0 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 LNCT 17.
- 2.4 Any task which does not require the teacher to be on the school premises is covered by SNCT Handbook Part 2, Section 3. Teachers should notify line managers of their intentions in this regard and ensure that they sign in and out of their place of work as required.
- 2.5 The 2.5 hours class contact reduction (CCR) time should be arranged in meaningful blocks of time and should normally be no less than 45 minutes.
- 2.6 In asymmetric weeks involving in-service days or public holidays, CCR time will be allocated at the usual times with no need for reduction or increase. If a teacher misses CCR time through being absent, then the CCR time does not require to be made up. Similarly, if an individual class teacher is absent then the normal pattern of CCR applies for the remainder of the week.

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 as per SNCT Handbook Part 2, Section 3.

Signed on behalf of the Council

Signed on behalf of the Teachers' Side

Name Bill Alexander

Name Alistair Bell

Designation Joint Secretary LNCT

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Date 21 June 2018

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