

# Renfrewshire Council

To: Education Policy Board

On: 29 May 2008

Report  
by  
Director of Education and Leisure

## Timetabling in Secondary Schools

### 1. Summary

- 1.1. All secondary schools in Renfrewshire have a timetabling structure of a 30 period week for pupils.
- 1.2. This report describes the benefits of alternative timetabling models such as those of 33 or 55 periods per week and recommends the adoption of such a model for all secondary schools in Renfrewshire.

### 2. Recommendations

- 2.1. The education policy board is asked to agree the proposals to:
  - implement a timetabling model for all Renfrewshire secondary schools from August 2009 which can give rise to 27.5 hours schooling for pupils and 22.5 hours contact time for teaching staff;
  - consult parents, pupils, teachers and teachers trade unions on the detail of the implementation; and
  - submit a further report to the education policy board in early 2009 on the implementation of the new timetable structure.

### 3. Background

- 3.1. At present all secondary schools in Renfrewshire operate a 30 period week. Under the 2001 national agreement on teachers' salaries and conditions of service, teachers may be allocated a maximum of 22.5 hours class contact each week. While this is the norm in primary schools, a period structure of 30 periods means that this maximum cannot currently be realised in the secondary sector. However, a 33 period week of 50 minute periods can provide the pupil entitlement of 27.5 hours per week and a possible class contact of 22.5 hours (27 periods). A 55 period week of 30 minute periods can also provide for 22.5 hours of contact.
- 3.2. A number of authorities across Scotland have, in recent years, implemented a 33 period week.
- 3.3. The use of a 33 or 55 period week allows for greater timetabling efficiency and better use of the available staff resources to deliver the curriculum.

- 3.4. The use of the 33 or 55 period week means that there are more teaching periods available. This will benefit pupils as it will allow schools to create more teaching sets and consequently reduce class sizes. It will also provide schools with an opportunity to utilise additional teaching time available by providing more cooperative teaching and support for learning.
- 3.5. The model will enable schools to sustain a broad curriculum through, for example, the range of advanced higher and intermediate level courses available in the senior school and also to allow for the delivery of 2 hours of physical education.
- 3.6. In the current financial environment the continued use of a 30 period week is no longer sustainable when a more efficient model is available.
- 3.7. A 33 period week timetabling structure does mean that there is a differential in the number of periods per day across the week. There are, therefore, a number of possible configurations of a 33 period week and it will be necessary to consult with parents, pupils, teachers and teachers' trade unions on the most suitable option to be used across Renfrewshire.
- 3.8. It will also be necessary to consult with the providers of school transport before determining the particular configuration of the 33 period week in Renfrewshire secondary schools.

## **Implications of this report**

### **1. Financial Implications**

It may be necessary to alter existing contract arrangements for the provision of school transport. Any resulting financial implications will be reported to the education policy board within the report detailing the implementation of the 33 period week in early 2009.

### **2. Personnel Implications**

It will be necessary to consult with teacher and other trade unions on the implementation of a 33 or 55 period week.

### **3. Community Plan Implications**

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|-------------------------|---|--|
| Social Inclusion        | - | More efficient use of staff resources will support schools to address the additional support needs of pupils.  |
| Modernising Government  | - | The 33 period week will allow a more efficient model for the deployment of staff resources in our secondary schools.                                 |
| Sustainable Development | - | The implementation of a 33 period week structure will ensure the continued delivery of a broad range of curricular options for all secondary pupils. |

### **4. Legal Implications**

None.

### **5. Property Implications**

None.

**6. Information Technology Implications**

None.

**7. Equal Opportunities Implications**

None.

**8. Health and Safety Implications**

None.

Education and Leisure Services  
RN/LG/FD/JR  
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