

HOLT FARM INFANT SCHOOL

DIRECTED TIME POLICY 2017

Allocation of the 1265 hours.

School day	a.m.	9.00 - 12.00	3 hours	
	p.m.	1.10 - 3.10	2 hours	
Staff day	a.m.	8.40 - 12.00		
	p.m.	1.10 - 3.30		
Annual Child contact		190 x 5	950 hours	
Daily directed time		190 x 2/3	126 hours 40	
5 non-pupil contact days		5 x 5.5	27 hours 30	
Staff meetings	39	x 1.50	58 hours 30	
Parent Meetings (including SEN & open evenings) Co-ordinator duties Appraisal Meetings Emergency meetings provision				102 hours 20
		Total		1265 hours.