

# The Options – for CDWs

## Option 1A

### Non asymmetric week

- **5 morning and afternoon sessions of 3 hours 10 minutes**

### Group 1

- 8.30 - 11.40 - CCDWs start at 8.15am
- Clearing/preparation 11.40 – 11.55am
- Lunch 11.55 – 12.25 pm

### Group 2

- 12.25 – 15.35
- Clearing/preparation 3.35 – 3.50pm
- The additional 35 mins could be used over the week or combined for a longer session at a time agreed by individual schools

## Things to consider

- 15 mins preparation time in the morning, at lunch and in the afternoon
- Each session to last 3 hours 10 mins
- 30 minutes lunch break
- **35 mins** remaining from a CCDW's 36 hours could be used for a staff meeting at the end of one of the days or over the week, or combined for a longer session.
- Appoint Senior CDW post for each centre and identify additional staffing to support time for regular time out for each CDW CPD and Planning
- The afternoon group could alternate on a Friday morning to provide equality of teaching time
- A clear definition of roles will be required
- The later afternoon finish one day would be agreed at school level
- The additional hours will require a more focused approach to the way we work in nursery
- This option may be more suitable for children as the sessions are less lengthy

# The Options - CDWs

- **Option 1B**
- **Non asymmetric week**
- **5 morning and afternoon sessions of 3 hours 10 minutes**

## **Group 1**

- 8.45 - 11.55 - CCDWs start at 8.30am
- Clearing/preparation 11.55 – 12.10am

## **Group 2**

- 12.40– 15.50
- Lunch 12.10 – 12.40 pm
- Afternoon clearing/preparation 3.50 – 4.05pm
- One afternoon finish of 4.40pm

## **Things to consider**

- This option reflects Option 1A except it allows for a later start and this means a later finish
- The start time may be better matched to primary times
- The later finish may restrict access to whole school meetings/development sessions
- For both these options, there needs to be consideration of the provision of cover and dependant on the option chosen, there needs to be sufficient staffing available to provide cover

# The Options - CDWs

## Option 2A

- **Asymmetric week**
- **Five mornings and four longer afternoons.**

### Group 1

- 8.30 – 11.40 M – F - CCDWs start at 8.15am
- Clearing/preparation 11.40 – 11.55am
- Lunch 11.55 – 12.25

### Group 2

- 12.25 – 16.25 M- W
- 12.25 – 16.15 Thurs

## Things to consider

- 15 mins morning and afternoon preparation proposed at the beginning of day and before lunch
- These times could be adjusted to allow for additional clearing and prep at the beginning of the day as this model leaves 1hr 50 mins time remaining in the full time CDW week
- 30 mins lunch break
- Some or all of the 1 hour 50 mins CDW time remaining could be used for planning sessions
- A Senior CDW post would be appointed for each centre
- The late finish would be less likely to suit the children

# The Options - CDWs

## Option 2B

- **Asymmetric week**
- **Four longer mornings and four shorter afternoons and a morning session**
- **Group 1**
- 8.30 – 12.30 Monday - Wednesday
- 8.40 – 12.30 Thursday
- Lunch 12.30 – 13.00
- Cleaning/preparation 13.00 – 13.15
- **Group 2**
- 13.15 – 16.15 Monday – Thursday
- 8.30 – 12.20 Friday
- Clearing/preparation 16.15 – 16.30 M - T

## Things to consider

- 15 minutes afternoon preparation M - T
- 15 minutes lunchtime preparation M-T
- 30 minutes lunch break
- This leaves a total of 2 hours 20 minutes from a CCDW's 36 hours. This could be used for staff meetings on a Friday and/or fortnightly longer planning sessions.
- A Senior CDW post for each centre
- The later finish may be less suitable to the children and exclude CDWs from school meetings and twilight training

# The Options – for Teachers

## Option 1A

- **Non asymmetric week**
- **5 morning and afternoon sessions of 3 hours 10 minutes**
- **Group 1**
- 8.30 - 11.40
- **Group 2**
- 12.25 – 15.35

## Things to consider

- Teachers' class contact of 22.5 hours would be organised over seven allocated sessions – total of 22 hours 10 minutes this would be across a 5 day week
- 20 minutes could be used within the pre-school setting to support planning, assessment and work with individual children.
- Access to professional development opportunities on Friday afternoons
- Friday morning would be one of the contracted sessions for all full time teachers
- The earlier finish may be more suitable for the children

# The Options - Teachers

## Option 1B

- **Non asymmetric week**
- **5 morning and afternoon sessions of 3 hours 10 minutes**
- **Group 1**
- 8.45 - 11.55
- **Group 2**
- 12.40 – 15.50

## Things to consider

- This option reflects Option 1A except for the later start and later finish.
- The later finish may not be suitably matched to school meetings or training and may restrict opportunities for accessing twilight
- The later start may match more closely the primary opening times

# The Options - Teachers

## Option 2A

- **Asymmetric week**
- **Five mornings and four longer afternoons.**
- **Group 1**
- 8.30 – 11.40 Monday – Friday
- **Group 2**
- 12.25 – 16.25 Monday - Wednesday
- 12.25 – 16.15 Thursday

## Things to Consider

- Teachers class contact time over five days balanced between the four hour afternoon sessions and the 3 hours 10 mins morning sessions. Total of 21 hours 30 minutes.
- The remaining class contact time of 1 hour would be used within the pre-school setting to support planning, assessment and work with individual children or as liaison time
- The later finish may not be best suited to the children
- The later finishing time could impact on access to twilight CPD
- We could not provide equality of teaching time to each group

# The Options - Teachers

## Option 2B

### Asymmetric week

- **Four longer mornings and four shorter afternoons and a morning session**
- **Group 1**
- 8.30 – 12.30 Monday - Wednesday
- 8.40 – 12.30 Thursday
- **Group 2**
- 13.15 – 16.15 Monday - Thursday
- 8.30 – 12.20 Friday

## Things to consider

- This option reflects 2A except a later start and therefore a later finish.
- Teachers class contact time over five days balanced between the four hour morning sessions, the 3 hour afternoon sessions and the 3 hour 50 minute Friday session. Total of 21 hours 50 minutes.
- The remaining class contact time of 40 mins would be used within the pre-school setting to support planning, assessment and work with individual children or as liaison time
- We could not provide equality of teaching time to each group
- The early start and later finish will require greater change for building management ie cleaning, admin support and janitorial