



Why isn't my child's teacher in class all of the time?

Every teacher is entitled to have time away from the class each week, this is commonly known as PPA time.

What Is PPA Time for Teachers?

PPA time stands for 'planning, preparation and assessment' time. It is time allocated for a teacher to complete their duties away from the children in their care. This includes teachers, headteachers, deputy heads and those with other responsibilities like SENCOs.

How much PPA time should a teacher have?

PPA time is a protected and statutory entitlement for teachers in all council-run schools in England, Wales, Scotland and Northern Ireland. All teachers have been entitled to PPA time since 2005 to give them extra time to help them manage their workload. This initiative gives them additional time during the working week to plan and prepare lessons.

How Much time is spent on PPA time?

PPA time amounts to at least 10% of their timetabled teaching and teachers cannot be directed to do any particular tasks by management. Teachers may choose to plan, mark, prepare lessons or to catch-up on other tasks.

Are part-time teachers entitled to PPA time?

Yes, it's a requirement for part-time teachers to also receive PPA time. They also have the same allotted time, so for example, if a teacher works 15 hours per week they'll get around 90 minutes PPA time.

What about teachers with leadership responsibilities?

Teachers with leadership responsibilities get an added additional amount of time on the top of PPA. These teachers are allowed extra time out of their classroom for leadership and management time.

How is PPA Time Covered in School?

Typically, PPA time is covered by another member of staff in the school. Teachers should not be expected to plan for the time they are out of the classroom..

More information can be found in '[The Burgundy Book](#)', a book which outlines the rights and entitlements of teachers.