

Explanatory document on number of teachers/trainers calculation within a TVET school

1. Introduction

According to the Ministerial order No 002/MINEDUC/2021 of 20/10/2021 establishing curriculum in general, professional and technical and Vocational Basic Education, for TVET schools, total learning hours per year are 1560 hours the school starting at 7.00 am and ending at 5.00 pm; and the learning periods per day are 12.

However, the Ministry of Education, recognizing the significance of a balanced and comprehensive education system, has recommended key changes to the school weekly timetable; whereby, from January 2023 schools starts at 8.30 am and ends at 5.00 pm in single shift which decreased the duration of notional learning hours and yield consequences on TVET teacher's workload.

Thus, the present document is developed to serve as guide to TVET providers as far as the curriculum time allocation is concerned; and especially to TVET School Managers on the link between trades and offered levels to their schools and the number of teachers required to deliver the content.

2. Time allocation to TVET curricula

The foundation of the revised time allocation lies in defining **one learning period as 40 minutes**; and by the school starting from **8.30 am** and ending at **5.00 pm**, the total number of learning periods shifted from **12 to 10** per day; being **50 periods** a week. Within the school year, **39 weeks** are often proposed for learning and the total number of learning periods per year is then amounted to **1950**. TVET students are hence expected to engage in a total of **1300 learning hours** within the school year (Learning



hours for a Qualification) encompassing both classroom instruction and practical training.

3. TVET trainer workload

- Referring to the total number of learning periods within a class which is 10 per day; being 50 periods a week, the estimated maximum of trainer's - trainees contact periods is 45 (30 hours; the remaining 5 periods are reserved for session preparation and documentation.
- Reference is also made to the total number of 39 possible weeks within a school year, the estimated number of trainer's - trainees contact weeks is 30 (900 hours). The remaining weeks are for assessments, supervision of IAP, session preparation and documentation.

4. Calculation of the number of trainers required in a TVET school

- ✓ *Let us consider Number of Classes (nC),*
- ✓ *Number of learning hours in the curriculum(nLC)which is equal to 1300*
- ✓ *The total workload of school per year: (STw)= $(nC*nLC)$ learning hours.*
- ✓ *Estimated Workload per Trainer per year (Tw)= $30*30=900$ Learning hours (Where 30 is number of trainer-trainees contact hours per week and second 30 is estimated TVET trainer contact teaching weeks per year which leads to 900 learning hours/year)*



$$\text{Number of trainers in a TVET school} = \frac{STw}{Tw}$$

Or simply

$$\text{Number of trainers in a TVET School} = \text{Total number of classes} \times 1300/900.$$

Example: Consider a TVET School called VERIFIYA TSS offering training from L3 to L5 within 5 trades namely *Building Construction; Fashion design; Manufacturing technology, Plumbing and Food processing*; with the following classes:

Trades/Levels	L3A	L3B	L3C	L4A	L4B	L4C	L5A	L4B	Total number of classes
Food Processing	1	1	0	1	0	0	1	0	4
Building Construction	1	1	1	1	1	0	1	1	7
Plumbing	1	1	0	1	0	0	1	0	4
Fashion design	1	0	0	1	0	0	1	0	4
Manufacturing Technology	1	0	0	1	0	0	1	0	3
Total	5	3	1	5	1	0	5	1	22

How many Teachers to be deployed in this School?

Solution:

Given: Total numbers of classes =22

$$\text{Number of trainers} = \frac{22 \times 1300}{900} = 31.7$$

In this School, we need 32 Trainers.

