

Teacher Allocation Policy (2008)

Criteria for the allocation of posts:

1. 1 teacher (Class Teacher) for each primary class (Grades 1-5) and to allocate a teacher for Islam and Dhivehi.
2. Dhivehi and Islam teachers should each take 21-25 periods per week.
3. Middle-school (Grades 6 and 7) teachers should take 24-30 periods per week.
4. Secondary (Grades 8-10) teachers should take 30-35 periods per week.
5. For teachers who teach Higher Secondary (Grades 11 and 12) Dhivehi, Islam and English should take 10-12 periods per week and for teachers who teach other subjects 15-20 periods per week.

❖ As the subjects taught in the Secondary are specialized subjects, specific teachers are allocated for the subjects.

Time limit (length) of a period:

1. Length of a Primary level period is 35 minutes.
2. Length of a Middle-school/Secondary period is 35-40 minutes.
3. Length of a Higher Secondary period is 45-50 minutes.

Number of students:

1. Normally each Primary level class consists of 30-32 students.
2. Middle-school and Secondary class consists of 25-32 students.
3. Higher Secondary class consists of 25 students.

I. Periods allocated for subjects from EDC (per week)

a. Primary (Grades 1-5)

Subject	Period per week
Quran	2
Islam	3
Dhivehi	5
English	8
Mathematics	6
E.S.	6
P.A.	2
P.A.	2
Music	1
Total	35

b. Primary (Grades 6 and 7)

Subject	Period per week
Islam	5
Dhivehi	6
English	8
Mathematics	7
Social Studies	5
General Science	5
P.E.	1
P.A.	2
Music	1
Total	40

c. Secondary (Grades 8-10)

Subject	Periods per week
Islam	3
Dhivehi	4
English	7
Mathematics	6
Physics	5
Chemistry	5
Geography	5
History	5
Accounts	5
Commerce	5
Biology	5
Economics	5
Computing	5
Fisheries Science	5
Tourism Studies	5
Geometrical Drawing	5
Art	5
Arabic	5
Literature	5
Total	45

II. Secondary Level Subject teachers (Grades 8-10)

The number of periods per subject per week and the number of periods a teacher is expected to teach are as follows:

Subject	Periods per week	Periods per week for teachers
Islam	3	
Dhivehi	4	
English	7	
Mathematics	6	
Physics	5	
Chemistry	5	
Geography	5	
History	5	
Accounts	5	
Commerce	5	
Biology	5	
Economics	5	
Computing	5	
Fisheries Science	5	
Tourism Studies	5	
Geometrical Drawing	5	
Art	5	
Arabic	5	
Literature	5	
Total	45	

- a. How to find the number of teachers to teach each one of these subjects in a particular school: Number of classes in each grade multiplied by the number of periods of the subject per week divided by the number periods a teacher should take each week. The result is the number of teachers the school needs to teach the subject. If the result is a decimal and if it exceeds 0.25, a teacher can be added for the subject.

III. Higher Secondary teachers (Grades 11 and 12)

- a. Each teacher is allocated 12 periods per week at this level. To find the number of teachers required for a particular subject in a school, divide the total number of periods per week by 12.

Streams and subjects of the Secondary level

1. Science
2. Business
3. Arts

Subjects in the streams

- Science: Physics and Chemistry
- Business: Accounts and Commerce
- Arts: History and Geography

Optional subjects

Biology, Economics, Fisheries Science, Computing, Literature, Art, Tourism Studies, Mechanical Drawing, Arabic

Subjects each student should study

Compulsory subjects: 4 (Quran included in the Primary level)

Stream subjects: 2

Optional subjects: 2

Total: 8 subjects

Note: a total of 45 periods are taken in the Secondary level each week.

Number of students per class:

- a. Primary level (Grades 1-5): 25-32 students
- b. Primary level (Grades 6 and 7): 25-30 students
- c. Secondary level (Grades 8-10): 25-30 students
- d. Higher Secondary level (Grades 11 and 12): 15-25 students

Periods per levels:

- a. Primary level (Grades 1-5): 35 minutes
- b. Primary level (Grades 6 and 7): 35-40 minutes
- c. Secondary level (Grades 8-10): 35-40 minutes
- d. Higher Secondary level (Grades 11 and 12): 45-50 minutes

Reporting time and the time each session starts:

a. Morning session :

Classes begin at 07:00 am.

Students report for assembly: 06:55 am.

Teachers, Supervisors, Headmasters, Principals reporting time: 06:45 am.

School office would open at 06:30 am. And the administrative staff except the staff in-charge of opening the office should report to office by 07:00 am.

Librarian, Sports Supervisor, Lab-assistants, Counselors, Health-assistants, IT Technicians and the staff involved in sports education should report to office by 07:00 am.

If a person reports in later than the assigned time, they would be considered late.

b. Afternoon session:

Classes begin at 13:00 pm.

Students report for assembly: 12:55 pm.

Teachers, Supervisors, Headmasters, Principals reporting time: 12:45 pm or 15 minutes before session starts.

Other admin support staff should report by 13:00 pm.

Librarian, Sports Supervisor, Lab-assistants, Counselors, Health-assistants, IT Technicians and the staff involved in sports education should report to office by 13:00 pm.

If a person reports in later than the assigned time, they would be considered late.

Note: Time of the session can be changed by discussing with the zone head (or Province Coordinator) of the area where the school is situated in.

It is preferred that Heads of Departments arrange to work in both the sessions.

Supervision of the primary teachers will be done by the Supervisors.

Teacher appointment policy (2008)

IV. Quran teachers (Grades 1-7)

- a. Number of classes in the Primary level (Grades 1-7) multiplied by the number of Quran periods per week (2 periods) divided by 26 (number of periods a teacher should take per week) gives the number of Quran teachers the school requires for these grades.

For instance if there are 16 classes in the grades 1-7, multiplied by 2 (number of Quran periods per week), divided by 26 the result is 1.2. This means the school would get 2 teachers. If the decimal exceeds 0.25, a teacher can be added.

$$(16 \times 2) / 26 = 1.2$$

V. Islam teachers (Grades 1-10)

- a. Number of classes in the Primary level (Grades 1-5) multiplied by the number of Islam periods per week (3 periods) divided by 24 (number of periods a teacher should take per week) gives the number of Islam teachers the school requires.

For instance if there are 14 classes in the grades 1-5, multiplied by 3 (number of Islam periods per week), divided by 24 the result is 1.75. This means the school would get 2 teachers. If the decimal exceeds 0.25, a teacher can be added.

$$(14 \times 3) / 24 = 1.75$$

- b. Number of classes in the Primary level (Grades 6-7) multiplied by the number of Islam periods per week (5 periods) divided by 25 (number of periods a teacher should take per week) gives the number of Islam teachers the school requires for these grades.

For instance if there are 12 classes in the grades 6-7, multiplied by 5 (number of Islam periods per week), divided by 25, the result is 2.4. This means the school would get 3 teachers. If the decimal exceeds 0.25, a teacher can be added.

$$(12 \times 5) / 25 = 2.4$$

- c. Number of classes in the Secondary level (Grades 18-10) multiplied by the number of Islam periods per week (3 periods) divided by 21 (number of periods a teacher should take per week) gives the number of Islam teachers the school requires.

For instance if there are 9 classes in the grades 8-10, multiplied by 3 (number of Islam periods per week), divided by 21 the result is 1.28. This means the school would get 2 teachers. If the decimal exceeds 0.25, a teacher can be added.

$$(14 \times 3) / 24 = 1.75$$

- d. To find how many Islam teachers a Higher Secondary (Grades 11-12) school would require, divide the total number of periods in all the classes by 10.

For instance, if there are 32 periods for 16 classes, divide 32 by 10. The result would then be 3.2. This means they get 3 teachers.

$$32 / 10 = 3.2$$

VI. Dhivehi teachers (Grades 1-10)

- a. Number of classes in the Primary level (Grades 1-5) multiplied by the number of Dhivehi periods per week (5 periods) divided by 25 (number of periods a teacher should take per week) gives the number of Dhivehi teachers the school requires.

For instance if there are 11 classes in the grades 1-5, multiplied by 5 (number of Dhivehi periods per week), divided by 25 the result is 2.2. This means the school would get 2 teachers. If the decimal exceeds 0.25, a teacher can be added.

$$(11 \times 5) / 25 = 2.2$$

- b. Number of classes in the Primary level (Grades 6-7) multiplied by the number of Dhivehi periods per week (6 periods) divided by 24 (number of periods a teacher should take per week) gives the number of Dhivehi teachers the school requires.

For instance if there are 12 classes in the grades 6-7, multiplied by 6 (number of Dhivehi periods per week), divided by 24, the result is 2.2. This means the school would get 2 teachers. If the decimal exceeds 0.25, a teacher can be added.

$$(12 \times 6) / 25 = 2.2$$

- c. Number of classes in the Secondary level (Grades 8-10) multiplied by the number of Dhivehi periods per week (4 periods) divided by 21 (number of periods a teacher should take per week) gives the number of Dhivehi teachers the school requires.

For instance if there are 9 classes in the grades 8-10, multiplied by 3 (number of Dhivehi periods per week), divided by 21, the result is 1.28. This means the school would get 2 teachers. If the decimal exceeds 0.25, a teacher can be added.

$$(9 \times 3) / 21 = 1.28$$

- d. Total number of classes in the Higher Secondary level (Grades 11-12) divided by the number of Dhivehi periods per week (10 periods) gives the number of Dhivehi teachers the school requires. For instance if there are 18 classes in the grades 11-12, divided by 10, the result is 3. This means the school would get 4 teachers.

$$18 / 10 = 3$$

VII. Primary Teachers (Grades 1-5)

- a. Find the total number of classes and one teacher is given to each class.

For instance: If there are 14 classes in these grades, 14 primary teachers are given to the school.

- b. In addition to this for each three 'child-friendly' classes in these grades, 1 extra primary teacher will be given.

For instance: If 6 classes out of the 14 classes in the school are 'child-friendly' classes, then 2 additional teachers would be given.

VIII. Music Teachers (Grades 1-7)

Number of classes in these grades (Grades 1-7) multiplied by the number of Music periods per week (1 period) divided by 26 (number of periods a teacher should take per week) gives the number of Music teachers the school requires.

For instance if there are 14 classes in these grades multiplied by 1 (number of Music periods per week), divided by 26, the result is 0.5. This means the school would get 1 teacher. If the decimal exceeds 0.2, a teacher can be added.

$$(14 \times 1) / 26 = 0.5$$

IX. P.E. (Physical Education Teachers) (Grades 6-7)

Number of classes in these grades (Grades 6-7) multiplied by the number of P.E. periods per week (2 periods) divided by 24 (number of periods a teacher should take per week) gives the number of P.E. teachers the school requires.

For instance if there are 15 classes in these grades multiplied by 2 (number of P.E. periods per week), divided by 24, the result is 1.25. This means the school would get 2 teachers. If the decimal exceeds 0.2, a teacher can be added.

$$(15 \times 2) / 24 = 1.25$$

X. Social Studies Teachers (Grades 6-7)

Number of classes in these grades (Grades 6-7) multiplied by the number of Social Studies periods per week (5 periods) divided by 25 (number of periods a teacher should take per week) gives the number of Social Studies teachers the school requires.

For instance if there are 15 classes in these grades multiplied by 5 (number of Social Studies periods per week), divided by 25, the result is 3. This means the school would get 3 teachers. If the decimal exceeds 0.2, a teacher can be added.

$$(15 \times 5) / 25 = 3$$

XI. General Science (Grades 6-7)

Number of classes in these grades (Grades 6-7) multiplied by the number of General Science periods per week (5 periods) divided by 25 (number of periods a teacher should take per week) gives the number of General Science teachers the school requires.

For instance if there are 17 classes in these grades multiplied by 5 (number of General Science periods per week), divided by 25, the result is 3.4. This means the school would get 4 teachers. If the decimal exceeds 0.2, a teacher can be added.

$$(17 \times 5) / 25 = 3.4$$

XII. Practical Arts (Grades 6-7)

Number of classes in these grades (Grades 6-7) multiplied by the number of Practical Arts periods per week (2 periods) divided by 24 (number of periods a teacher should take per week) gives the number of Practical Arts teachers the school requires.

For instance if there are 17 classes in these grades multiplied by 2 (number of Practical Arts periods per week), divided by 24, the result is 1.4. This means the school would get 2 teachers. If the decimal exceeds 0.2, a teacher can be added.

$$(17 \times 2) / 24 = 1.4$$

XIII. Mathematics Teachers (Grades 6-7)

Number of classes in these grades (Grades 6-7) multiplied by the number of Mathematics periods per week (7 periods) divided by 24 (number of periods a teacher should take per week) gives the number of Mathematics teachers the school requires.

For instance if there are 15 classes in these grades multiplied by 7 (number of Music periods per week), divided by 24, the result is 3.75. This means the school would get 4 teachers. If the decimal exceeds 0.2, a teacher can be added.

$$(15 \times 7) / 24 = 3.75$$

XIV. English Language Teachers (Grades 6-7)

Number of classes in these grades (Grades 6-7) multiplied by the number of English Language periods per week (8 periods) divided by 24(number of periods a teacher should take per week) gives the number of English Language teachers the school requires.

For instance if there are 15 classes in these grades multiplied by 8 (number of English Language periods per week), divided by 24, the result is 5. This means the school would get 5 teachers. If the decimal exceeds 0.2, a teacher can be added.

$$(15 \times 8) / 24 = 5$$