Preparing the year — 738 sequences, 11 family questions

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

Document issued on 09/11/2026

Twelve months of lesson log, 11 team schemes of work · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **The measurement covers what the school prepares and receives, never what a pupil is worth nor what a teacher does. The 3 updated schemes of work and the 11 answers to families are written: the team reads them, corrects a word and settles the version.**

What the school prepares every year

Item	Annual volume	Unit time today	Observation
Sequences prepared	**738**	**5 hours for a differentiated three-lesson sequence**	**Only 246 carry both written pathways — one in three**

Item	Annual volume	Unit time today	Observation
Sets of report comments	**540**	**2 h 30 per form per term, of which 1 h 15 of writing**	18 forms × 10 subjects × 3 terms, that is **14,580 individual comments**
Review boards	54	45 minutes of minutes	Minutes sent three weeks after the sitting on average
Messages from families received	**9,400**	**20 minutes end to end, of which 3 min 24 of answering**	**6,400 are about 11 recurring questions**

The 11 family questions — 6,400 messages out of 9,400

Question	Messages a year	Where the written answer already is
Timings, entry and pick-up, lateness	**1,180**	School rules, article 3 — staff notice of 4 September
Absences and notes	**960**	School rules, article 5
Canteen and billing	**870**	Notice to families of September, charges voted by the governing board
Appointment with a teacher	740	Parents' evening calendar
Trips and school journeys, consent forms	620	Trip notices, the office's consent templates
Year-10 work placement — dates, agreement, finding a placement	**580**	**Staff notice of 12 January — 340 messages in a fortnight this term**
Access to the digital workspace, lost credentials	510	The school's help sheet
Grants and financial help	430	Campaign notice displayed, bursar's file

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Question	Messages a year	Where the written answer already is
Equipment and supplies	360	Start-of-year list by year group
School transport	90	Local authority transport service sheet
Report and board calendar	60	Year calendar voted by the governing board
Total	**6,400**	**The answer existed; what was missing was availability**

The three measured items, and what the agent does with them

Item	Share of the task's time, before	After	In duration	Volume retained	Time given back
Preparing a differentiated sequence	**100 %**	**18 %**	**5 h → 54 min**	**612**	**2,509 hours**
Writing a form's report comments	50 %	**12 %**	1 h 15 → 18 min	540	**513 hours**
Answering a recurring parent question	17 %	**8 %**	3 min 24 → 1 min 36	6,400	**192 hours**
Total	—	—	—	—	**3,214 hours a year**

3,214 hours is exactly two working years on the statutory basis of 1,607 hours a year — **78 hours per teacher, a little over two hours per teaching week. No post is cut, none is created:** it is teacher time given back to the classroom, and **in front of a governing board, what stands up is what that time produced.**

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The proposed opening order — three teams out of eleven

Subject team	Sequences a year	Teachers	Opening	Sequences prepared with the agent
Mathematics	**168**	7	**September**	**168**
French	**154**	6	**September**	**154**
History and geography	**132**	5	**September**	**132**
The other 8 teams	284	23	January, two per fortnight	**158**
Total	**738**	**41**	—	**612**

Three teams out of eleven carry 454 of the 738 sequences — 61 % of the school's preparation. Opening all eleven at once would take eleven thirty-minute meetings, that is five and a half hours to fit into timetables that do not overlap: three weeks' delay for 39 % more sequences. Three in September, eight in January: the first sequence is used on Monday.

The gap found by comparing the schemes of work with the team minutes

Scheme of work	Version on file	What the meeting of 2 September decided	Sequences affected
Mathematics — years 3 and 4	Previous year's ordering	**Proportion moved from the second to the third term**	**96**
Biology and earth science	Previous year's ordering	Two chapters swapped in the second year	**72**

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Scheme of work	Version on file	What the meeting of 2 September decided	Sequences affected
Modern languages	Previous year's ordering	Common assessment brought forward by three weeks	**46**
Total	—	**The 3 up-to-date versions are written, with the replaced line alongside**	**214**

An out-of-date scheme of work does not show: it produces correct lessons, but on the wrong date. **That is the mechanism that produced 17 of the 22 substantive rewrites of the first batch — and it is the nightly comparison of the schemes with the team minutes that brought it down to 4 out of 108.**

For the school to settle

Opening order of the 11 subject teams settled by the teaching council on: _____

Lesson-log documents the agent is authorised to reuse, by team: _____

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