

UNISON

SCHOOL MEMBERS NEWS

*The
Public
Service
Union*

Nottingham City

UNISON

Fighting To Defend
Jobs & Services

THE PROPOSED NEW NATIONAL PAY AND GRADING FOR SCHOOL STAFF

Work has begun on developing a new national pay and grading structure for all support staff in schools. It will be the only way of standardising all jobs in schools across the country. The national framework will apply in all types of schools – community, foundation; voluntary aided and trusts across all local authorities. The new National Negotiating Body for support staff was set up in September 2008. This body is developing the national pay conditions that will apply across all maintained schools in England (except academies). Because UNISON has the most members in schools it was given 8 seats on this new body; GMB has 4 and Unite 3 seats. These seats will enable us to get the best structure we can for our members. It is not known when it will be implemented but there will be draft issues for you to pass comments on throughout the year with the earliest implementation date being around September 2010. To help us communicate with members and help you give us feedback our web site at <http://www.nottinghamcityunison.org.uk/> will carry the latest information with links to other relevant websites.

National UNISON asked colleagues what they thought would be needed in a new structure. We felt we needed fair and equal pay for all,

as well as a coherent career and training structure, where no member would lose out.

As soon as I have further details I will post it on the Nottingham City UNISON web site for your comments:-

<http://www.nottinghamcityunison.org.uk/>

CONSULTATION MEETINGS

We are arranging a number of consultation meetings with members and below are dates of the meetings arranged until February 2010. Additional meetings will be arranged throughout next year and we will publish details of the dates and venues on our website. We will also write to all members again, notifying you of these dates.

If you would like UNISON to visit your school outside of these pre-arranged meetings, please contact the Branch on 9156883 to arrange an appointment.

We would like to see as many members as possible attending these meetings. Non-union members who are interested to hear what UNISON has to say, are also welcome to attend, with a view to them joining.

CONSULTATION MEETINGS -

All meetings take place 4.00 - 5.00pm (unless stated otherwise)

<u>Date</u>	<u>Venue</u>	<u>Date</u>	<u>Venue</u>
Wed 18 Nov 09	Big Wood, Top Valley	Thurs 21 Jan 10	Rosehill, St Anns
Wed 25 Nov 09	Berridge Junior, Hyson Green	Thurs 28 Jan 10	Claremont, Carrington
Thurs 3 Dec 09	Bluecoat, Aspley	Thurs 4 Feb 10	Ambleside, Aspley
Wed 9 Dec 09	Dovecoat, Clifton	Thurs 11 Feb 10	Nethergate, Clifton
Thurs 7 Jan 10	Bulwell St Mary's	Thurs 25 Feb 10	Springfield, Bulwell
Thurs 14 Jan 10	Hadden Park, Bilborough		(3.15 - 4.15pm)

RARELY COVER POLICY

What is it?

Under Remodelling, the Rarely Cover Policy states that teachers should rarely cover for absent colleagues. This should have been implemented from 1 September 2009.

What does it mean for my school and the support staff?

Schools must have a cover policy and strategy in place. It must not threaten teaching and learning standards. A change of duties or contract cannot be forced on support staff. Staff and unions must be consulted on the policy and annual timetable. There should be timetabled consultation with unions on cover staff, their supervision, training, contracts, pay and grading. The number of adults in a class should not be reduced.

As teachers are rarely required to cover, except in exceptional circumstances, can my head teacher force me to take on cover supervision of classes?

There is a range of options open to head teachers for dealing with the new provisions and for providing cover. Heads cannot impose changes on staff; their job descriptions or duties.

I am happy to provide cover to classes but would like some training and my head says it is unaffordable. What should I do?

Training is not an optional extra and no one should take on duties that they feel unprepared to cope with adequately. WAMG advice makes it clear that cover supervision is a responsible role, and a range of training and support is necessary.

Is there a definition of how long cover supervision should last with one class?

The advice is clear. It should only be short term for a sick teacher, with longer term covered by a teacher. It must not have a negative impact on any pupils or curriculum areas. The school policy should guard against this abuse and failure to do so should be reported to a UNISON Rep. Please send a copy of your School Policy to UNISON for comment.

I have done cover in the past and often no materials or plans are left that I can easily use. That means I often have to prepare my own lessons / activities. Is this right?

No. This is delivering specified work, which is HLTA level activity. Staff doing this must be trained and paid at the HLTA rate all the time, not just for the time spent doing the activity.

SINGLE STATUS UPDATE

As you will be aware, there are still some outstanding anomalies in relation to Single Status outcomes for a number of staff based in schools.

The complete package has now been sent to our National Office where it will be checked for legal compliance in relation to Equal Pay.

Assuming timescales do not slip further, we will then arrange a number of meetings across the City, hopefully in November, and prior to the ballot which will provisionally take place in December. We will use these meetings primarily to answer any questions, provide any relevant updates and outline the appeals process, but also to share any recommendations in relation to the process as a whole.

UPDATE ON THE SCHOOL SUPPORT STAFF NEGOTIATING BODY (SSSNB)

The first meeting of the interim SSSNB took place on 7 July 2009. Its first task was to decide how the considerable workload on determining a new pay and conditions package would be managed. It was decided that there would be two working groups: Core Contract and the Working Year and Role Profiles and Job Measurement and an executive group to oversee them. The working groups met in July, August and September, scoping out the work to be done and beginning the difficult discussions that, after such long delay, now need resolution by Spring 2010.

The work on the core contract is a matter of working through it clause by clause, discussing issues such as place of work, probationary periods, and training entitlement. The working year presents a more fundamental dichotomy between unions and employers. The BCHR consultants laid out the two options in their report: deciding a national pro-rata formula or creating new pay architecture based on a full-year contract. Their recommendation to adopt a formula is supported by the employers, while unions favour a full-year contract. UNISON submitted a paper on the full-year contract which had been prepared during discussions with the consultants and the employers were asked to submit a response before the next meeting.

At the 8 September meeting there was a discussion on pensions as the employer had tabled a paper which suggested that a full-year contract would lead to detriment for current term-time workers. Terry Edwards from LGPS attended as well as Alan Fox from UNISON and it was clear that the employer's position did not hold water. It was also clear that the different funds treat term-time workers in different ways and that this was another issue that we would need to resolve. Both sides have been asked to prepare more detailed proposals on their favoured options for consideration at the next meeting on 29 September. The trade union side of the working group scheduled a meeting for 18 September to develop the full year contract proposal.

One of the main tasks of the Role Profiles and Job Measurement Group is to create and evaluate national role profiles. It was agreed that a job family approach to this was best. It was also agreed that a bespoke JE scheme designed around school staff should be used. The group agreed that a computer based system for matching jobs in schools to national role profiles would be the most practical option to assure national consistency. It was agreed that a business case for funding would be presented to the DCSF, but it was rejected. The next meeting of the working group was scheduled for 21 September. The working groups will report to the second meeting of the SSSNB, 13 October 2009.

Further details can be found on the websites below:-

<http://www.nottinghamcityunison.org.uk/> <http://www.nottinghamcityunison.org.uk/sssnbinformation.doc>
<http://www.nottinghamcityunison.org.uk/schoolsnewsletterjun09.pdf>

- Summary -

- All members are encouraged to attend one of the consultation meetings.
- Members are also encouraged to ask colleagues who are not in a union to join so they can be part of the union that is leading the way in the negotiations. (An Application Form is printed overleaf).
- You need to be in UNISON so that you can vote.
- Your voice will be heard if you use it in UNISON. The last time you used it in 2002 we won the best pay in England.
- Please consider becoming a UNISON Steward. Stewards attend regular meetings to be kept informed and feedback information to members.
- You are the union, I am only your spokesperson.



1. YOUR PERSONAL DETAILS

Please tick or fill in boxes below

Mrs Ms Miss Mr Other

First name

Surname/Family name Date of birth / /

Home address

Postcode

National Insurance number (from your payslip)

Please tick this box if you require materials in a different format (eg large print or Braille) – be sure to supply contact details below.

Please give a telephone number/voice/text/email address for UNISON to contact you – indicate if work or home

Contact tel/voice/text/email

2. YOUR EMPLOYMENT DETAILS

Employer's name

Your job title/occupation

Department/section

Workplace name and address

Postcode

Payroll number (from your payslip)

PLEASE RETURN YOUR COMPLETED FORM TO:
Nottingham City UNISON
4-6 Perth Street,
Nottingham, NG1 3LU

3. WHAT YOU PAY – CURRENT RATES (SET OCTOBER 2003)

Please tick the appropriate box for your earnings before deductions.

WEEKLY PAY	ANNUAL PAY	YOUR SUBSCRIPTION—WHAT YOU PAY		
		PER WEEK	PER MONTH	BAND
Up to £38.47	<input type="checkbox"/> Up to £2,000	£0.30	£1.30	A
£38.48–£96.16	<input type="checkbox"/> £2,001–£5,000p	£0.81	£3.50	B
£96.17–£153.84	<input type="checkbox"/> £5,001–£8,000p	£1.22	£5.30	C
£153.85–£211.53	<input type="checkbox"/> £8,001–£11,000	£1.52	£6.60	D
£211.54–£269.23	<input type="checkbox"/> £11,001–£14,000	£1.81	£7.85	E
£269.24–£326.92	<input type="checkbox"/> £14,001–£17,000	£2.24	£9.70	F
£326.93–£384.61	<input type="checkbox"/> £17,001–£20,000	£2.65	£11.50	G
£384.62–£480.76	<input type="checkbox"/> £20,001–£25,000	£3.23	£14.00	H
£480.77–£576.92	<input type="checkbox"/> £25,001–£30,000	£3.98	£17.25	I
£576.93–£673.08	<input type="checkbox"/> £30,001–£35,000	£4.68	£20.30	J
£673.08+	<input type="checkbox"/> over £35,000	£5.19	£22.50	K

Please tick this box if you are a student member in full-time education (including student nurses or Modern Apprentices). Your subscription is £10 per year.

Please tick the appropriate box to indicate how often you are paid

Weekly Fortnightly Four Weekly Monthly

4. POLITICAL FUND

UNISON's **Affiliated Political Fund (APF)** is used to campaign for and promote UNISON policy and the need for quality public services within the Labour Party, locally and nationally, in Parliament and Europe. UNISON APF affiliates to the Labour Party.

UNISON's **General Political Fund (GPF)** is used to pay for campaigning at branch, regional and national levels of the union and for research and lobbying in Parliament and Europe. It is independent of support for any political party.

It is important that you indicate a choice of fund by ticking one of the boxes below. Your subscription shown above includes a political fund payment so you do not pay any more by being in one of the funds.

If you have been a member of a trade union before, please state which one:

The information provided by you shall be recorded by UNISON for statistical purposes and used for sending you UNISON publications, ballot forms and otherwise communicating with you. If you do NOT want any mailings from UNISON, besides those required by statute, please tick this box

To keep you fully informed of the services we arrange for members we want you to receive details of benefits offered by or in conjunction with UNISON's affinity partners. The affinity partners are organisations with close links to UNISON that share our ambition to provide you with the best possible range of benefits. Under the Data Protection legislation we can only disclose your details to our affinity partners with your explicit consent. Therefore if you WANT to receive details of the full range of benefits you **MUST** tick this box

5. YOUR AUTHORISATION

- I wish to join UNISON and accept its rules and constitution.
- I authorise deduction of UNISON subscriptions from my salary/wages at the rate determined by UNISON in accordance with its rules to be paid over to them on my behalf and
- I authorise my employer to provide information to UNISON to keep my records up to date
- I authorise deduction of the following Political Fund payment as part of my subscription: *Tick one box only*

Affiliated Political Fund **General Political Fund**

Now please sign and date below.

Signature _____
Date

OTHER WAYS TO PAY (please tick if appropriate) direct debit cheque