

JS/11/27

12 July 2011

Dear Colleague

Teachers and Music Instructors

Maternity and Adoption Leave – Accrued Annual Leave -Transitional Arrangements

The accrual of annual leave arising from maternity and adoption leave will change from 1st September 2011. The maximum accrual of annual leave whilst on maternity or adoption leave prior up to and including 31st August 2011 is 66 days. From 1st September 2011 the maximum accrual of annual leave will be 40 days.

Where a teacher or music instructor returns to work before 31st August 2011, after a period of maternity or adoption leave, they will accrue annual leave up to the maximum of 66 days.

Where a teacher or music instructor, who has commenced maternity or adoption leave during the current leave year, returns to work on or after 1st September 2011, after a period of maternity or adoption leave, they will accrue annual leave, pro rata, up to the maximum of 66 days for the period up to 31st August 2011 and pro rata, up to the maximum of 40 days for the period commencing 1st September 2011 to the end of the maternity/adoption leave.

Statutory leave (28 days) should normally be taken in each leave year, either before and/or after return from maternity and adoption leave. Where any part of the statutory leave cannot be taken in the leave year in which the maternity/adoption leave is taken, the balance of statutory leave will be carried forward into the next leave year and taken during term time. Where the total accrued leave exceeds 28 days, the balance of leave in excess of the statutory leave can be directed to be taken during days of school closure as set out in Part 2, Section 7, paragraphs 7.26 and 7.49 of the SNCT Handbook, with payment as set out in Part 2, Section 5, paragraph 5.7 of the SNCT Handbook.

Yours sincerely

Tom Young (Employer's Side)
Drew Morrice (Teachers' Panel)
Stephanie Walsh (Scottish Government)

Joint Secretaries

COSLA
Verity House
19 Haymarket Yards
EDINBURGH
EH12 5BH
T: 0131 474 9200
F: 0131 474 9292
E: tomy@cosla.gov.uk

Teachers' Panel
46 Moray Place
Edinburgh
EH3 6BH
T: 0131 225 6244
F: 0131 220 3151
E: dmorrice@eis.org.uk

Scottish Government Learning Directorate
2A South Victoria Quay
Edinburgh
EH6 6QQ
T: 0131 2440230
F: 0131 244 0957
E: Stephanie.walsh@scotland.gsi.gov.uk