Stirling Council Children's Services

DRAFT AGREEMENT No. 2: MATCHING PROCEDURE

1. It is proposed that the procedure described in this paper be used as a Matching Procedure during school session 2003 / 04. The procedure will be\ has been subject to consultation with the appropriate recognised Trade Unions.

2. It is proposed that where there is a sufficiently exact fit between a new post and an existing post, then the holder of the existing post shall have the contractual right to be placed directly into the new post. In this context, a sufficiently exact fit will occur when the following conditions are met:

   - The functions and responsibilities of the posts are substantially similar, ie organisational relationships, principal purpose, main duties, communications, demands of the job, knowledge, skills and experience required, working environments.
   - No other employee can be identified as undertaking a directly comparable post, or where there is a group of similar employees, the number of posts is equal to the number of comparable individuals.

3. Where the current post-holder is, or was, on 27 June 2003, an APT or Senior Teacher, then the terms of SNCT / 14 and / or Agreements Number 3 and 14 will apply.

4. All decisions as to whether the functions and responsibilities of a new post are similar to those of an existing post shall be subject to discussion within School Negotiating Committees in the first instance. Disputed cases should be referred to the LNCT.

5. Where there is not a sufficiently exact fit either because the new post is different from any existing post, or because there are fewer new posts than people in existing comparable posts, matching will be carried out through a competitive selection process. The aim will be to have a process that is objective and fair and this process is the subject of Agreement Number 13.

6. In the event that an employee feels they have been treated unfairly through the application of this matching process, they have the right to raise the issue with the co-chairs of the LNCT or raise a grievance in accordance with the agreed local grievance procedures.

Signed:	**Co-chair LNCT**	**Date:**
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