JS/08/07

17 June 2008

Dear Colleague

JOB SIZING TOOLKIT

The job sizing toolkit will be placed on the SNCT website from 1 June 2008.

A copy of the webpage is appended for your information.

While the toolkit is on the website the release of local authority information is solely a matter for Councils to determine.

SNCT WEBSITE

LNCTs are reminded that it is the responsibility of each LNCT to maintain copies of all local agreements in the relevant section of the website.

Yours sincerely

Joe Di Paola (COSLA Joint Secretary) Drew Morrice (Teachers' Side Joint Secretary) Stephanie Walsh (Scottish Government Joint Secretary

Enc

COSLA Rosebery House 9 Haymarket Terrace Edinburgh EH12 5XZ T: 0131 474 9200 F: 0131 474 9292 E: Joe@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 Schools Directorate Teachers Division 2A North Victoria Quay Edinburgh EH6 6QQ T: 0131 2440230 F: 0131 244 0957 E: Stephanie.walsh@scotland.gsi.gov.uk

For webpages

Release of Job Sizing Toolkit

As from 01.06.2008 the job sizing toolkit will be placed on the SNCT website (<u>www.snct.org.uk</u>). This toolkit is the property of the Scottish Negotiating Committee for Teachers. It is available for individual use only and must not be used for commercial purpose or financial gain.

The data to be inserted applying to local authorities is not held by SNCT. It is solely for the relevant local authority to decide to release such data.

The use of the toolkit is entirely at the risk of the user and the SNCT has no liability for any errors, defects or failures in the performance of the toolkit. The SNCT is not liable for any infection caused by the use of the toolkit. The user is responsible for ensuring the computer system is adequate and for installing and updating virus protection software.