

Report of the SNCT Support Group

A meeting of the SNCT Support Group took place on 13 September 2016. The SNCT Support Group meets as required between meetings of the SNCT. The meeting on 13 September 2016 was chaired by Stuart Robb (Scottish Government). The main actions items are noted below for the full SNCT.

- (i) **Supply Teachers:** The Support Group noted that it was the intention of the Supply Teachers' Database pilot to go "live" on or around 7 November 2016. The Group considered a draft letter from the Joint Secretaries containing advice to Councils on the minimum requirements to underpin a recruitment process. This advice would be approved at the next meeting of the SNCT on 5 October 2016.
- (ii) **Workload:** A Joint Secretaries' letter containing a workload questionnaire has been issued. The return date was 23 September. An interim report will be presented to the next SNCT meeting
- (iii) **Pay and Leave Calculations:** The Support Group considered a written report on pay specification meetings which had taken place on 24 August 2016. The following 4 items require further consideration at the SNCT: Sick Pay calculations; Family Leave Pay calculations; Holiday Pay calculations for temporary teachers; and Pay calculations for teachers appointed after the Easter break.
- (iv) **Job Sizing FAQs:** Further FAQs were presented to the training session on 23 September 2016. The "Super-Users" Group will meet on 26 October 2016 to discuss the FAQs. The Support Group noted that Councils had been asked to identify job-sizing co-ordinators, and to state when they were last trained, to develop a national database of co-ordinators.
- (v) **Salary Placement of Chartered Teachers appointed to teaching posts in other Council areas:** The Employers' Side intimated a willingness to revise its position. The Group agreed that an update will be presented to the full SNCT.
- (vi) **Notice Periods:** The Support Group was informed that the notice period for teachers is currently a matter devolved to LNCTs. The default is set out in the SNCT Handbook (Part 4, paragraph 14.2) whereby a teacher on the main grade scale has to give 4 calendar weeks' notice. This provision potentially creates workforce planning issues and the Group recognised that 4 working weeks' notice would improve workforce planning at council level and deter significant movement across councils during the summer holiday period. The Group agreed that the full SNCT on 5 October 2016 should determine whether Joint Secretaries advice is offered to LNCTs or whether the issue of notice periods should become a national matter.

- (vii) **Reckonable Service in relation to time spent on the Induction Scheme:** The Support Group considered a written report from the Joint Secretaries. Following discussion, the matter was remitted to the Joint Secretaries for further exploration and report with a view to developing best practice guidance for consideration by the Group at its next meeting.

- (viii) **Accelerated Incremental Progression (AIP):** The Support Group considered correspondence from the Joint Secretaries of one LNCT seeking clarification on the provisions of the SNCT Handbook contained in paragraphs 1.24 to 1.25. The issue of AIP was previously considered in a working group around 3 years ago but no conclusions were reached. Currently, while there is national provision on salary arising from an approved request, determination is a matter for each council. Following discussion, the Group agreed to the matter being remitted to the Joint Secretaries for further consideration and report with a view to developing statement for consideration by the Support Group at its next meeting.