

# **Renfrewshire Joint Negotiating Committee for Teachers**

**To: Renfrewshire Joint Negotiating Committee for Teachers**

**On: 7 February 2017**

**Report by  
Head of Schools**

## **Periods of Notice**

### **1. Background**

- 1.1. The local negotiations and agreements procedure is laid out and agreed in JNC/1. This agreement links the devolved matters which JNC have a locus in.
- 1.2. SNCT 16/57 was published on 9 December 2016. A copy is attached for reference. This circular highlights that periods of notice be determined at a national level rather than at a local level.
- 1.3. As a result of this it is proposed that the list of devolved matters in JNC/1 be amended to remove notice periods.

### **2. Recommendation**

- 2.1. JNC is asked to note the attached SNCT circular and agree the amendment to the list of devolved matters in JNC/1.



9 December 2016

**SNCT 16/57****Periods of Notice**

Dear colleague,

The SNCT has agreed that periods of notice across councils should be determined at national level. This requires changes to the list of national/devolved matters (Part 1, Appendix 1.3); Part 4, Paragraph 14.2 should be removed. This change will take effect from 1 January 2017.

**Appendix 1.3 Move Notice Periods from Devolved to National Matters****National Matters**

Pay (including related allowances)  
The working week and working year  
Annual leave entitlement  
Class size  
Sick leave  
Maternity/family leave  
National and local recognition procedures  
Disciplinary and grievance framework  
Main duties  
Staff development framework  
Notice periods

**Devolved Matters**

Other allowances  
Cover agreements  
Appointment procedures  
Particulars of employment  
Expenses of candidates for appointment  
Transfer of temporary teachers to permanent staff  
Promotion procedures  
Staff development arrangements  
Specific duties and job remits  
Arrangements for school based consultation  
Other leave and absence arrangements

Housing  
Indemnification procedures  
Disciplinary and grievance procedures

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Periods of Notice – to be inserted into Part 2, Section 9.

9.23 The minimum period of notice to terminate employment to be given by a teacher on the maingrade scale, a teacher on the Chartered Teacher spine, Music Instructor or an Education Support Officer, Quality Improvement Officer or Education Psychologist shall be 4 working weeks and by all other teachers, quality improvement managers, principal and depute educational psychologists 8 weeks, which include 4 working weeks.

9.24 The minimum period of notice to terminate employment to be given by the authority to a teacher on the maingrade Scale. Chartered Teacher Spine, Music Instructor or an ESO, QIO, or educational psychologist shall be:

- 4 working weeks, where service is less than 4 years,
- 1 week for each year of continuous service, where total service is at least 4 but less than 12 years, and
- 12 weeks, where service is 12 years or more.

9.25 The minimum period of notice to terminate employment to be given by the authority to all other members of the teaching staff, QIMs and educational principal and depute psychologists shall be:

- 8 weeks, where service is up to 8 years, including 4 working weeks.
- 1 week for each year of continuous service, where service is at least 8 but less than 12 years, and
- 12 weeks, where service is 12 years or more.

9.26 These arrangements shall not prevent an authority or a teacher from giving or agreeing to give a longer period of notice than the minimum.

Yours sincerely

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

**Joint Secretaries**