

Scottish Negotiating Committee for Teachers

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Dear Sir/Madam

SNCT/13 **SALARY PLACEMENT REGULATIONS**

1. Paragraph 2.2.1 of the Scheme of Salaries and Conditions of Service for Teachers deals with the determination of placing on the common scale. Agreement has been reached in the Committee on revised salary placement regulations effective from 1 August 2002 and these are set out in the appendices to this circular.
2. As a consequence of this agreement amendments are made to Appendices B and C of the Scheme of Salaries and Conditions of Service for Teachers and Appendix D is deleted from the scheme. Revised Appendices B and C are attached to this circular.

Yours faithfully

Dan Brown (Employers' Side)
Ken Wimbor (Teachers' Panel)
John Swift (Scottish Executive)

Joint Secretaries

To: Chief Executives
Directors of Education
Directors of Personnel

c.c. Directors of Finance

Determination of the correct point on the Mainscale

Salary Placement

- (1) All teachers entering teaching service for the first time from 1 August 2002 will be placed on Point 0 of the maingrade scale (the probation point) for the duration of the probationary period.
- (2) All teachers who have reached the standard for full registration and who are either fully or conditionally registered with the GTC(S) but who have neither any previous teaching service (apart from probationary teaching service) nor any recognised non-teaching experience (defined in paragraphs 3 and 4 below) will start at Point 1 of the maingrade scale.
- (3) All fully and conditionally registered teachers, returning to teaching service, shall be awarded one increment for each year of previous teaching service (as defined in Appendix C) provided that a period of 10 years has not elapsed since the teacher was last so employed. Where a period of 10 years has elapsed it will be at the discretion of the employer whether such previous teaching experience should be taken into account.
- (4) Incremental progression may be accelerated (following completion of the probationary period) on the basis of recognised non-teaching experience. Such non-teaching experience includes periods of employment and periods of voluntary or other non-paid activities, e.g.
 - (a) experience which is relevant to the subject being taught (e.g. an industrial chemist teaching chemistry); and
 - (b) more general 'life skills' which have a bearing on the depth or quality of teaching being offered (e.g. where someone has previously been involved in aspects of children's care or in education and training, whether in the workplace or in educational establishments).
 - (i) For previous recognised experience of up to 5 years, credit for 1 increment will be given.
 - (ii) For previous recognised experience of between 5 and 10 years, credit for 2 increments will be given.
 - (iii) For previous recognised experience of between 10 and 15 years, credit for 3 increments will be given.
 - (iv) For previous recognised experience of over 15 years, credit for 4 increments will be given.

- (5) An education authority may increase the salary receivable by a teacher if, in the particular circumstances of the post, it considers the salary to be inadequate. This provision shall not be applied to effect a general increase in the salaries of a particular category of post.
- (6) An education authority will, normally, accept as accurate the record of the service of a teacher and the calculation of placing on the scale of a teacher which is provided by the education authority by whom the teacher was last employed; and shall be on being requested to do so by the teacher, furnish the teacher with a copy of the record of service and a copy of the calculation of the placing on the salary scale.

Reckoning of Service for Calculation of Incremental Credit on the Maingrade Salary Scale

Teachers in Service

1. Teachers in service on 31 July 2002 and paid on the Maingrade Salary Scale, shall retain the point on scale arrived at by the implementation of the provisions of SJNC/SNCT circulars in effect prior to that date and shall thereafter proceed by increment in accordance with the provisions of paragraph 3 of this Appendix until the maximum of the Maingrade Scale is reached.

Teachers Entering or Re-entering Teaching after 31 July 2002

2. The point on the Maingrade Scale to which a teacher is entitled on entering or re-entering teaching service after 31 July 2002 shall be calculated or recalculated for each salary year beginning on 1 August. No period which falls within the salary year in which the teacher is employed shall be taken into account in determining the point on the Maingrade Scale to which the teacher is entitled, and any such period shall be taken into account when determining the point on scale appropriate for the next following salary year.
3. The method of point placing for any salary year shall be as follows:-
 - (1) The point on the Maingrade Scale to which a teacher shall be entitled shall be the point corresponding exactly to the total of incremental credit subject to the maximum not being exceeded.
 - (2) **“Incremental Credit”** – The total of incremental credit shall be the service total calculated under sub-paragraph (3) below.
 - (3) **“Service Total”** – There shall be calculated the service that may be counted under the provisions of Appendix B and the section in this appendix headed “Calculation of Service”.

The “service total” shall be calculated as follows:-

- (i) complete year each consisting of the period 1 August to 31 July will be totalled;
- (ii) the odd days at the beginning and end of all periods of service under (i) above which may be counted shall be aggregated and the total thus ascertained divided by 365;
- (iii) the quotient shall be taken as complete years to be added to (i) above and the remainder shall count as one year only if it is 30 days or more.

Calculation of Service

4. Periods spent after the age of 18 in the types of service in paragraphs 2 to 9 below shall count in full as service for the purposes of the calculation described in Appendix B.
5. Employment as a teacher:-
 - (1) in or in connection with a local authority educational establishment in Scotland or elsewhere in the British Isles or educational institutions in the British Isles or elsewhere which are grant-aided, grant-maintained, self-governing or recognised as efficient by a Government department; or
 - (2) by an education authority, elsewhere than in educational establishments, under an arrangement made under Section 14 of the Education (Scotland) Act 1980; or
 - (3) in a university or university college in Scotland, England, Wales or Northern Ireland; or
 - (4) in Northern Ireland which constitutes reckonable service within the meaning of the Teachers' Superannuation Regulations (Northern Ireland) 1977.
6. Employment as a teacher in Scotland or elsewhere in the British Isles which is pensionable in terms of any regulations made under the provisions of the Superannuation Act 1972 or any modification or re-enactment thereof and/or any earlier Act for the provision of pension benefits for teachers including employment which would have been pensionable if (i) the teacher had been employed on a full-time basis, or (ii) the teacher had not elected that such employment should not be pensionable in terms of the regulations made under the said Act.
7. Full-time employment by an education authority as a director, depute director or assistant director of education, education officer, or other similar post or as an educational psychologist, or as an adviser or as a certificated or registered teacher or a teacher with a teaching qualification in an administrative post relating wholly or mainly to education.
8.
 - (1) Absence from teaching employment during which a teacher remained on the permanent staff of an education authority or school; and
 - (a) with the consent of the employer, attended a course of teacher training; or
 - (b) was granted special leave with pay; or
 - (c) in any year beginning 1 August and ending 31 July the following year, was granted special leave without pay provided that the counting of such periods which in total exceed 30 days shall be at the discretion of the employer.
 - (2) Absence from teaching employment during which a teacher remained on the permanent staff of an education authority and which has been so counted in full by virtue only of Circulars STS/32, STS/44, STS/51 of the Scottish Teachers' Salaries Committee and Circulars SE/9, SE/25, SE/36, SE/42 and SE/82 of the Scottish Joint Negotiating Committee for Teaching Staff in School Education.

(3) Subject to the provisions of Sections 91-97 of the Education (Scotland) Act 1980 (as amended) the Committee may from time to time review the reckoning of absence for the purposes of this Appendix.

9. Periods, not exceeding in the aggregate 2 years, of which not more than one year was spent in employment under an official Scheme of interchange while engaged in the capacity of assistant or repetiteur in France, or in an equivalent capacity in another country outwith Scotland, and not more than one year in similar employment in one other country outwith Scotland (including in each case reasonable time for travelling and vacations). Provided that no period or part of the period so spent which was an integral part of the degree course followed by the teacher shall be taken into account.
10. Such other teaching employment which the education authority is satisfied should be accepted in whole or in part.

Reckoning of Service

11. For the purposes of paragraph 3(3) of Appendix B service shall be calculated as follows:-

Permanent Full-Time Service - Each complete day of full-time employment on the permanent staff shall reckon as one day of service.

Permanent Part-Time Service - Service shall be calculated by using the formula:

$$\frac{\text{Total no. of contractual hours}}{7} \times 1.8718 = \text{No. of days credited service.}$$

Temporary Full-Time Service - Each complete school day of full-time employment on the temporary staff shall count as 1.8718 days.

Temporary Part-Time Service - Service shall be calculated by using the formula:

$$\frac{\text{Total no. of contractual hours}}{7} \times 1.8718 = \text{No. of days credited service.}$$

12. In calculating service no teacher shall be credited with more than 365 days of service, one service year, in respect of employment in any salary year.

Periods of Absence from Teaching

13. Where a teacher who is employed in school education leaves employment as a teacher with an education authority, other than by termination of the employment on the grounds of misconduct or inefficiency, and subsequently returns to such employment, whether with the same or another authority, the period between the day of leaving the said employment or the teacher's 24th birthday, whichever is the later, and the day of returning to the said employment shall count to the extent of one-half.

Limitations on Reckoning of Service

14. The period, or the aggregate of the periods, which may be taken into account as service under paragraph 13 of this Appendix shall not exceed 8 years.
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