

**Title: Additional Salary Points for Non-Teaching Experience No:** F5 **Date: Nov 2024**

SNCT PART 2: SECTION 1 - PAY

*Awarding Additional Salary Points for Relevant Experience*

*1.24 Recognised non-teaching experience includes periods of employment and of voluntary or other non-paid activities such as:*

*1.24.1 experience which is relevant to the subject being taught – for example, an industrial chemist teaching chemistry; and*

*1.24.2 more general ‘life skills’ which have a bearing on the depth or quality of teaching being offered – for example, 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.*

*1.25 For recognised non-teaching experience, the following additional salary points should be awarded:*

*Recognised experience of up to 5 years = 1 point.*

*Recognised experience of over 5 and up to 10 years = 2 points.*

*Recognised experience of over 10 and up to 15 years = 3 points.*

*Recognised experience of over 15 years = 4 points.*

1. Teachers during their probationary period should be placed on Point 0 of the Main Grade Scale. Following full registration with the General Teaching Council for Scotland (GTCS) teachers should be moved on to Point 1 of the Main Grade Scale or to a higher point if additional salary points are awarded in accordance with this agreement.

Teachers who complete the probationary period at the end of the school session and achieve full registration should be moved, as prescribed above, from the first day of employment following 1 August. Teachers who, for whatever reason, complete their probationary period during a school session and obtain full registration should be moved, as prescribed above, from the first day of employment following full registration.

All other teachers who are registered with the GTCS should be placed at Point 1 of the Main Grade Scale or at a higher point where additional salary points are awarded in accordance with SNCT paragraphs 1.18 to 1.22.6, recognition of teaching experience.

2. Under the terms of SNCT Part 2 Section 1 as shown above, additional salary points may also be awarded based on recognition of prior experience in non-teaching related areas. For additional salary points to be awarded, the non-teaching experience must be recognised as being relevant to the post applied for. This may include:

* experience which is relevant to the subject being taught, and
* more general experience that has a bearing on the depth and/or quality of teaching being offered

Experience can include periods of paid or voluntary employment and other non-paid activities. Applicants will be required to demonstrate how the experience will enhance the quality of pupils’ learning on the Additional Salary Points for Non-Teaching Experience application form, Appendix 1. Where non-teaching experience is recognised as being relevant to the post and considered to be able to enhance the quality of pupils’ learning, additional salary point will be awarded for each 5 years of experience up to a maximum of 4 additional points, as per the SNCT Part 2 para 1.25.

3. Applications for additional salary points for prior experience in non-teaching related areas will be assessed by a panel comprising an Education Manager (Chief Officer, Quality Improvement Manager, or Quality Improvement Officer) HR Advisor and a representative from the trade union side of the LNCT. The panel will meet at a minimum once per term on scheduled dates, but may be convened outwith these dates if a significant number of applications are made. Assessment will decide whether the experience is relevant to the specific post and whether it adds significantly to the teacher’s potential. All applicants will be encouraged to provide full supporting information of their experience and other relevant qualifications.

4. A teacher who seeks additional salary points should be contacted with the outcome within 28 calendar days of the panel’s decision. The progression will be effective from the start of the academic session in which the application is made or date of appointment, if later.

5.There shall be a right of appeal to the Director of Education where the teacher considers that their experience has not been sufficiently acknowledged. Any such appeal should be made in writing and the Director’s decision will be communicated to the teacher in writing and will be final.

LNCT Joint Secretaries: Date signed **Jan 2025**

**Justin Sinclair Natasha York**

**Appendix 1**

Application for Additional Salary Points for Non-teaching experience

This form should be read in conjunction with SNCT handbook available at the following link https://www.snct.org.uk/wiki/index.php?title=Part\_2\_Section\_1

All applicants for Additional Salary Points may wish to consult their Trade Union before submitting an application.

**Applicant Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **Employee Number:** |  |
| **Address:** |  | **Start date** |  |
| **GTCS Reg. No:** |  | **Subject / Sector:** |  |

Please provide as much supplementary evidence as possible.

Please sign and date the application and send to [educationduty@scotborders.gov.uk](mailto:educationduty@scotborders.gov.uk)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Prior Experience in Non-Teaching related areas (relevant to subject/curriculum) | | | | |
| *The duties and activity undertaken in non-teaching areas must demonstrate knowledge, skills or teaching/learning links to the curriculum being taught and this should enhance the quality that would be expected This could be paid or voluntary experience.* | | | | |
| Experience | Organisation | Date From | Date to | Hours per week |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| General prior experience | | | | | |
| *This should enhance the depth and/or quality that would be expected in fulfilling the Standard for Full Registration (SFR). This could be paid or voluntary experience.* | | | | | |
| Experience | Relevance to curriculum | Organisation | Date From | Date to | Hours per week |

**Signature …………………………………………………… Date ……………………………..**

|  |
| --- |
| For Office Use only Date Received \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Additional salary points NO  YES  No of points \_\_\_\_\_\_\_  Summary Comment  Authorised by ­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Panel Representative |

**APPLICATION FOR ADDITIONAL SALARY POINTS**

**APPEAL FORM**

**Applicant Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **Employee Number:** |  |
| **Address:** |  | **Start date with SBC** |  |
| **GTC Reg. No:** |  | **Subject / Sector:** |  |

**Appeal Details:**

|  |  |
| --- | --- |
| **Reason for appeal:** |  |
| **Statement to support appeal including additional information:** |  |

**Signed: ………………………………………………………. Date …………………………………**

**Please return to:** [**educationduty@scotborders.gov.uk**](mailto:educationduty@scotborders.gov.uk)