



Union Reps Group Meeting

Meeting Tuesday 17th November @2.15pm, FTZ Library.

Present

Chair - Fiona Hammans
 Dan Whitley (NASUWT)
 Michele Canning (NEU)
 Hannah Schofield (NEU)
 Michael Philbin (NEU)
 Debbie Brooks – taking notes

Apologies: Tracey Miles (UNISON), Ben Harrison (NASUWT)

Copies Heads, SB, ZB.

1	Welcome and apologies
	Apologies from Ben at the start of the meeting – he had to cover a class.
2	Minutes and matters arising from 20th September 2022
	<p>2. JMF 6 Head of 6th form is looking at communications with teachers across the trust.</p> <ul style="list-style-type: none"> • Difficulty lies with IT – change to a single domain across the Trust for the next academic year which will mean e-mail addresses should remain the same, change will be in the background. • Will be able to use Microsoft, Google and any other 3rd party apps which teachers use. • Should be a single sign-on anywhere across the Trust. • Central Team IT migration occurred today. <p>6. Union Notice Board</p> <ul style="list-style-type: none"> • FTZ and RCS have notice boards • JMS to source. • Union Reps area on the Trust Website in the Professional Portal is up and running. <p>FTZ items</p> <ul style="list-style-type: none"> • New screens and training. Training was allocated for the new screens – not used by some schools. <p>Other items on the previous minutes accepted and actions followed up.</p>
3	Pay and Appraisal policies
	<ul style="list-style-type: none"> • Local Authority Schools' news states that maintained schools' staff will not receive their uplifts until the end of December • Trust pay panel met last week – Trust staff will get their uplifts in their November pay. • Feedback around the implementation of the pay and appraisal policies – there was a diversity of practice in the schools. • A small number of colleagues have been in receipt of recruitment and retention allowances for a long period of time – pay policy states that this should be for three years with an annual review, in exceptional circumstances it can continue for another year (with recorded reasons) – needs to be urgently addressed. • Direct training for Heads on Pay and Appraisal occurring on Wednesday 23rd November at 10.30am. HR leads will be in attendance.

	<ul style="list-style-type: none"> • Small number of colleagues working across the Trust – pay recommendations are being missed off the list but this is picked up when the schools’ data come into the COO. <p>Teachers who are ineligible for performance related rewards</p> <ul style="list-style-type: none"> • JMS 27% of teachers are eligible for pay progression this year so 73% are ineligible. • FTZ 47% of teachers are eligible for pay progression this year so 53% are ineligible. • RCS 43% of teachers are eligible for pay progression this year so 57% are ineligible. • How can these colleagues who want to remain teachers be rewarded and keep motivated? <p>Action: Reps to discuss ideas with members (not monetary) for example introduction of Lead Practitioners.</p> <ul style="list-style-type: none"> • Support staff have a different pay system but motivating colleagues who are at the top of their pay scales is an issue here too. • Inconsistencies across the Trust for staff doing (apparently) the same job? • Need to be mindful of local variations e.g. the number of students being attended to in a pastoral role. • Consideration also needs to be given to job descriptions on paper and what the actual job entails. • Need also to set time and space for colleagues to think about their own career pathway. <p>Action: FH to discuss with Robin Conway about finding time to support each other structurally and individually. Possibility of RC coming to this meeting to discuss the way forward.</p>
4	<p>Union Industrial Action</p>
	<ul style="list-style-type: none"> • CEO fully supports all staff members right to strike. • If due processes have been followed, the Trust will follow the national guidance. <p>Actions: Reps to talk to Heads as soon as the ballots are in. FH to inform Heads that asking teachers to provide work for the students to complete while the action is taking place is not in the spirit of the action (students have access to learning packages such as Oak National Academy.) FH/DB – agenda item for next meeting.</p>
5	<p>ICT</p>
	<ul style="list-style-type: none"> • By the end of the academic year the Trust will be on one domain. • RCS to migrate around 16th/17th December • FTZ to migrate in the Summer Term • JMS To migrate around Easter. • There will be a necessity to hand in laptops to be reconfigured and profiled. • Just in case, ensure that the day you expect your laptop back, lessons are planned without the use of technology.
6	<p>AOB</p>
	<p>Cleaning</p> <ul style="list-style-type: none"> • FTZ East Block now being cleaned each evening. • FTZ improving but not consistent. • JMS not improving and not consistent. • RCS not improving • Central Team Office – not improving. • Cleaning is out to tender. <p>Cost Pressures</p> <ul style="list-style-type: none"> • Trust signed a three-year deal last December for Utilities. • Manage this year. • Budget will be looked at again from January after understanding the impact of the autumn statement.

Support staff will be paid the same as OCC employees.

Health and Safety RCS – some teachers do not have proper desks and chairs in their rooms

Action: FH to discuss with KF and COO

Staff member who works for two schools is not currently getting a lunchbreak. Entitled to 30-minute break.

Action: FH to ask RC to look at timetable to ensure time available.

- Staff are not given time in lieu for bank holidays which fall on a non-working day.
- INSET day in January – should be consistency across schools as to when the community is informed.
- Directed time information has not been shared with staff.

Action: FH to ask SB to discuss with Heads and Heads to confirm with staff.

Cover

- A huge problem in all schools currently.

Next meeting: Tuesday 24th January 2023, JMS Drama Studio at 2.15pm.