



Union Reps Group Meeting

Meeting Tuesday 17th September 2024 @2.15pm via Teams

Present

Chair - Fiona Hammans
 Ben Harrison (NASUWT)
 Tracey Miles (Unison)
 Michaele Philbin (NEU)
 Andrew Walker (NEU)
 Dan Whitley (NASUWT)
 Debbie Brooks – taking notes

Apologies

None

Copies Headteachers, JT, ZB.

	Welcome and apologies
	All were welcomed to this the first meeting of the new academic year.
1	Minutes and matters arising from 2nd July 2024
	<p>1. Changes to pay/appraisal. The CEO is booked into staff meetings to discuss this in all schools.</p> <p>2. Hot spots. Work on this is in process with the E&F manager. This year's data logging of temperatures did not occur due to temperatures not being excessively high. Adapted dress code: possibility of professional attire to be modulated by the temperature.</p> <p>Workload is a key strand for the year. Action: Reps to ask Headteachers about work being carried out on this in regular meetings.</p> <p>Part-time timetables: The CEO raised this with Headteachers, and they are arranging their own directed time for part-time staff for their schools. FHS part time teaching colleagues will receive their own individualised directed time calculation, with union reps checking that the protocols and procedures being put in place are correct. Support staff: clear contracted work time. Any additional required work should be paid for separately. At one school, staff being asked to work open evenings (for example) are not consistently paid for this overtime. This must happen.</p> <p>Action: Reps from JMS and FHS to liaise over directed time information and report back to the CEO. CEO to contact Headteachers regarding support staff extra work to ensure consistency across the trust.</p> <p>All other actions completed.</p>
2	Health and Safety
	Standing item – no items.
3	Appraisal and Pay
	<p>Pay In consultation until the 7th October with regards to the STRB recommendations on pay.</p>

Last year's schedule may be followed.

Performance related pay uplift might be in the November pay but this is down to the payroll provider.

The trust would already know the MPS and UPS pay levels but not necessarily the TLR payments for November.

This group agreed to the possibility of teaching staff having an approximate pay rise in November and then adjust in January if needed.

Support staff pay – The trust will follow OCCs lead and it will be probably backdated to the 1st April.

Action: CEO to check and confirm all pay arrangements and update the Union reps.

Appraisal

Draft teacher appraisal policy and procedure was previously circulated by the CEO, which has been based on the DfE version. Comments from this group and others will be incorporated into the final version.

Essentially, pay and appraisal will no longer be linked.

Appraisal for teachers will focus on their own professional development to become increasingly expert in what they do to contribute to the school's improvement plan and their career aspirations.

A discussion ensued about what could be included in the policy such as examples of targets, limits on workload implications and observations, for appraisal purposes.

This policy will be reviewed over the course of the year and a new version will be released for 2025-2026 before it then forms part of the 3 year cycle.

The CEO will be meeting in the Secondary schools to discuss appraisal further, the differences between the current system and the new one and how it will work. The implementation will mostly be school specific. Policy framework will follow after what evidence to use is known, and changes nationally finalised. The CEO will provide guidance on how to set objectives for the next 12 months.

Action: Reps to send any further comments on the draft policy to the CEO.

This academic year, the review of the last appraisal cycle is under the existing policy where teachers need to provide evidence that they can go up their pay scale. Setting new objectives for the current appraisal period will be likely to be in these three areas: 1. Individual teacher performance improvement. 2. Overall professional development to support individual and school performance improvement. 3. Career aspirations.

This will not link to pay progression. As the legislation changes, implementation will be looked at. By September 2025, reviewing and setting objectives will be under the same appraisal framework.

(MP left the meeting due to being on duty)

4 Trust Staff Code of Conduct

The ownership of this document sits at trust level and it should be adapted at school level. It was sourced and agreed by the DSLs and safeguarding governors of each school. The document was to be locally adapted before publication.

It was noted that in terms of completeness, there are some changes and additions needed within the code of conduct regarding withdrawing pupils from sex education.

Action: DW to send the changes needed to the CEO. *(post meeting note: DW has sent the changes to the CEO and DB to send these suggestions to each school's DSL.*

DB to ask the DSLs for copies of their staff code of conduct for this meeting.

5	Items from around the table
	<p>JMS – new behaviour system has been implemented. The impact of this on teaching workload is high with the direction to have conversations with students within the lunch hour, make calls home and log information on Bromcom. It is understood that this has been introduced to improve behaviour, where there is positive feedback, but the impact on staff has been high. The CEO is aware of this and is in conversations with Leadership.</p> <p>Well being. Staff are interested in seeing a wellbeing policy rather than a charter.</p> <p>CEO: At present the focus needs to be on reducing workload, then wellbeing will improve. We have a new Head of HR in post from 1st October and this will be part of their role.</p> <p>Action: CEO/DB <i>this is to be kept on the agenda for future meetings.</i></p>

Next meeting: Thursday 14th November 2024