

learning to live
living to learn

**THE MORAY COUNCIL
LOCAL NEGOTIATING
COMMITTEE FOR TEACHERS**

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2 July 2007

Joe Di Paola
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Dear Joe

Job Sizing Toolkit

We refer to your letter of 5 March 2007 requesting comment on the Job Sizing Toolkit. Representatives of the Moray LNCT met to discuss the matter and our joint response is noted below.

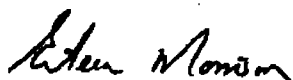
We are of the view that certain aspects of the Toolkit require to be revisited in order to address issues of concern and at times consistency. Both teachers and management side are agreed that some key areas of significant responsibility in schools are not recognised while other posts, with less directly critical responsibilities, seem to score highly. The following examples serve to illustrate our concerns.

- The Toolkit currently gives credit to Primary Head Teachers with a teaching commitment and the group felt that whilst a teaching Head Teacher has certain workload issues, if the Toolkit is designed to measure management responsibilities then it seems somewhat incongruous that credit is given for teaching commitment. A similar situation exists for Principal Teachers and Depute Head Teachers and our group is of the view that this needs revisited and clarified.
- The outcomes of the Job Sizing in relation to Depute Head Teacher and Head Teacher differentials in Primary and Secondary have caused some concern and this may be more a matter of consistency of application of the Toolkit across various authorities. For example in Moray we

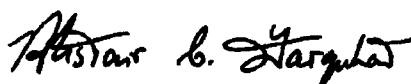
have a couple of Primary Deputes whose Scale Point is higher than 70% of our Primary Head Teachers.

- Significant concern regarding guidance and pastoral care posts in terms of recognition of duties. This again, in the view of our group, is a matter which would require some consideration in order to fully recognise the “responsibilities” of guidance and pastoral care staff which may not be fully recognised by the Toolkit given that it is measuring “management” duties.
- Like a number of other authorities, Moray is piloting group Primary Head Teacher posts where one Head Teacher will have responsibility for two or more Primary Schools. The Toolkit as currently constructed does not allow for this situation. Given that this appears to be an increasingly common approach to the management of primary schools in rural areas, there should be a facility in the Toolkit to take account of this.
- Centrally deployed promoted staff such as Principal Teacher, Visiting Specialist or Principal Teacher Visual Impaired or Principal Teacher Hearing Impaired, etc, also cause us difficulties in terms of applying the Toolkit as it is currently constructed. As above, we would wish the Toolkit to be revisited in order to enable an appropriate and accurate sizing mechanism for these posts which are not school based.
- The situation regarding the management of Music Instructors, Support Staff, Technicians, etc, is also an area which we feel requires a degree of clarification. Whilst here in Moray our Job Sizing Co-ordinators applied a “Moray position” correctly and consistently across all schools in Moray there are clearly different management arrangements across the country and it may well be that this situation needs further scrutiny.
- The current Toolkit recognises and gives credit for the number of courses which a Principal Teacher is responsible for managing. However, there is confusion and perhaps unfairness, in the judgements made in relation to “Units” as opposed to complete courses. This requires to be looked at. In addition, we feel that, with the approach of A Curriculum for Excellence and the curriculum redesign that may well result from that, there is a need to ensure that the Toolkit always remains fit for purpose and we would be recommending therefore that it is updated and reviewed on a regular basis of not less than once every five years.
- Finally whilst we recognise and accept the need for the “internal workings” of the Toolkit to remain confidential, there does need to be some further consideration of releasing of information sufficient to ensure that people have confidence in the results and thereby reducing what has become a somewhat suspicious attitude amongst many staff.

We trust you find the above helpful but should you require any further information from us please do not hesitate to contact us.



Eileen Morrison
Teachers' Side Joint Secretary



Alistair Farquhar
Management Side Joint Secretary