

12 February 2009

SNCT 09/09**HOURS OF WORK AND ANNUAL LEAVE FOR EDUCATIONAL PSYCHOLOGISTS, SENIOR EDUCATIONAL PSYCHOLOGISTS, DEPUTE PRINCIPAL EDUCATIONAL PSYCHOLOGISTS AND PRINCIPAL EDUCATIONAL PSYCHOLOGISTS AND EDUCATION SUPPORT OFFICERS, QUALITY IMPROVEMENT OFFICERS AND QUALITY IMPROVEMENT MANAGERS**

Dear Colleague

The SNCT has agreed new conditions of service with respect to the hours of work and annual leave entitlement for employees within the Educational Psychology and Quality Improvement services. The terms of the agreement will be incorporated, by amendment, into the SNCT Handbook: Part 2, Sections 3 and 5. The following conditions will apply from 1 August 2009 with respect to hours of work and from the beginning of each council's leave year (leave year 2009/2010) with respect to annual leave entitlement.

Hours of work from 1 August 2009:

- 3.18 All educational psychologists, senior educational psychologists, depute principal educational psychologists and principal educational psychologists shall have a 35 hour working week.
- 3.19 All education support officers, quality improvement officers and quality improvement managers shall have a 35 hour working week.

Annual leave entitlement from the beginning of a council's 2009/2010 leave year:

- 5.9 Public holidays in the council area shall be included in the annual leave entitlement.
- 5.10 For those with less than 5 years continuous service the annual leave entitlement is 35 days.
- 5.11 For those with 5 years or more continuous service at the beginning of a leave year, the annual leave entitlement is 40 days.

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5.13 The leave entitlement for part-year service will be calculated on a pro-rata basis.

Note: Conservation of Annual Leave Entitlement

Employees who at the beginning of the leave year 2009/2010 have an entitlement of in excess of 35 or 40 days will retain this leave entitlement for 3 leave years or until overtaken by the provisions of 5.10 and 5.11 above, whichever is the sooner.

The attachment replaces Part 2: Section 3 and Section 5 of the SNCT Handbook of Conditions of Service. These replacement Sections contain the amendments detailed in this Circular and no other changes have been made. There are also no changes required to the Contents pages of the Handbook.

Holders of the Handbook should remove the existing Section 3 and Section 5 and insert the attached in their place.

Yours sincerely

Joe Di Paola (Employer's Side)
Drew Morrice (Teachers' Panel)
Stephanie Walsh (Scottish Government)

Joint Secretaries

To: Chief Executives
Directors of Education
Directors of Personnel
Directors of Finance
LNCT Joint Secretaries