



Human
Resources

HR NEWSLETTER

For all academy and non NYC maintained settings

April 2023



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Contact Us

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W: [Website](#)

The contact details above will take you through to our office-based HR Adviser (Advisory) team and all initial queries should be made via this contact. It may be necessary to escalate your query to your nominated HR Advisor.

We are open all year between 8:30 am and 5 pm Monday to Thursday and 8:30 am to 4:30 pm Friday.

School Teachers' Pay 2023 Negotiations

INDUSTRIAL ACTION

As you will be aware NEU strike action will take place on **Thursday 27 April** and again on **Tuesday 02 May**.

NEU will consult on three more days of strike action considered for end of June/early July when it meets on 18 May. The other teaching unions are also in discussion at this stage. We await further outcomes and will keep you updated.

Key takeaways for school leaders on industrial action:

- NEU acknowledged the need to work together with head teachers to ensure Year 11 and Year 13 students have a full programme of education on strike days.
- For NYES HR guidance on Industrial Action in your school including NEU dispensation guidance:
⇒ [Industrial Action \(maintained North Yorkshire Schools\)](#)
- NEU is required to give 14 days' notice of the number of its members who it is calling upon to take action. Remember that, although it is permissible to ask teaching staff if they intend to strike to assist with your planning, staff are not required to confirm and caution is advised over staff feeling any undue pressure to respond.

Please contact the NYES HR helpline if you have any questions about the upcoming industrial action.



PAY NEGOTIATIONS

The DfE pay offer of 24 March 2023 affecting teachers and leaders has been rejected. [Teachers' strikes latest: Everything you need to know about strike action in schools - The Education Hub \(blog.gov.uk\)](#)

Rejected pay offer in summary

- Non-consolidated award of £1,000 (FTE) for 2022-2023 (on top of 5.4% average pay rise seen in September 2022)
- 4.5% consolidated pay rise for 2023-2024

In addition:

- Remove statutory requirement for performance related pay
- Commitment to reduce average teachers and leaders working time by 5 hours per week
- Ofsted to offer greater clarity when schools expect next inspection
- Workload taskforce to review administrative tasks undertaken by teachers and leaders
- Align STRB process with school budget cycles
- Review complaints procedures for parents and Ofsted's complaints procedures for schools

At the time of writing (21 April 2023) ...

Teachers pay will now go through the usual independent pay review process. The School Teachers' Review Body (STRB) will look only at pay for next year, meaning teachers will not receive the additional one-off payment for the year 2022-2023 that was part of the offer which was rejected.

Latest on NJC Pay Award 2023-2024

PAY NEGOTIATIONS

On 30 January 2023 the trade unions put in their pay claim for NJC employees. The unions asked for RPI plus 2% which equates to around 12.7%. Full details of the union claim can be found [here](#). On 23 February 2023 the National Employers met and agreed their response to the union pay claim.

In summary this was a full and final, one-year offer of an increase of £1,925 (pro rata for part-time employees) to be paid as a consolidated, permanent addition on all NJC national pay points 2 to 43 inclusive. Full details of the National Employer offer can be found [here](#).

At the time of writing (21 April 2023) ...

In March 2023, all three national unions rejected the employer's final offer. Unison announced a ballot which is not anticipated to get underway before mid to late May due to administration processes. Due to the timescales suggested for balloting, it is anticipated that there will be a lengthy delay to this year's pay settlement.



! For Trusts with schools in North Yorkshire or bordering North Yorkshire only

Voluntary Living Wage

COURTESY UPDATE ON VOLUNTARY LIVING WAGE FOR NJC STAFF

Cost of living pressures continue to be difficult for everyone. In light of the anticipated delay to the 2023/24 NJC pay award we did update you to say that, in support of the NYC workforce, an agreement had been reached with UNISON that for the financial year (2023-2024) employees paid on spinal points 2 and 3 of the NJC pay scale (NYC Grades AB and CD) will have their basic pay increased to match the Voluntary Living Wage (currently £10.90 per hour), with effect from 01 April 2023.

This agreement is to support staff to receive salary no less than the Voluntary Living Wage but is also in contemplation of a final national agreement that may increase public sector pay.

When the 2023/24 pay award is agreed, if, as we expect, the national pay award increases pay to above this level, then the new pay from the pay award will be applied.

For Trusts with schools in North Yorkshire or bordering North Yorkshire only; as a client of NYES HR we are providing you with this update as a courtesy in the event that it may inform any agreement you may wish to progress with your recognised union/s for NJC staff.

NB: From 1 April 2023, the national NJC pay spine starts at SCP 2 (SCP 1 has been removed).

National Deletion of NJC Pay Spine SCP1

As reported in our [extraordinary email to you of 4th November 2022](#) Spinal Column Point 1 of the NJC pay spine has been permanently deleted with effect from 1st April 2023.

Actions for school leaders



- Ensure that you have removed SCP1 from your Trust's grading structure and consider any associated impact on subsequent grades in the context of your setting.



Please contact the NYES HR helpline if you have any questions about the SCP 1 removal

! For Trusts with schools in North Yorkshire or bordering North Yorkshire only who may be interested in NYC changes to terms and conditions.

New Collective Agreement for NYC Maintained Schools 2023-2024

With the introduction on 01 April 2023 of the new unitary Council – North Yorkshire Council (NYC) – union consultation has resulted in agreed changes to the Collective Agreement for NJC staff (those on green book terms and conditions) employed within NYC. Changes have been implemented to support employee attraction and retention and as part of the preparation for transition of staff from District and Borough councils into the new single council.

For full details see the [NYES HR January Newsletter special edition](#) but this covers a range of changes to NJC terms and conditions including a new pay structure, leave entitlements as well as other benefits. We have provided an overview of those changes for those Academy Trusts that have schools in or bordering NYC as a courtesy; we know that this may influence Trust decisions on terms and conditions, either to remain in line with NYC where that has previously been the case, or to ensure that terms are comparable for attraction and retention reasons.

As a reminder, any Trusts considering implementing any changes to NJC terms, conditions and / or pay structure for its staff will need to ensure that collective consultation has taken place to implement any revised collective agreement locally and that appropriate Trustee approval is in place for any proposed changes. The NYC Collective Agreement does not cover Trusts given they are separate employers.

In considering any changes, although not an exhaustive list, Trusts are likely to want to take into account factors such as:

- Any areas in which recruitment / retention is a challenge (hard to fill posts / turnover data)
- Financial modelling of the impact of any potential changes to pay structure and / or increase to annual leave entitlement (which in schools generally equates to an increased pay bill due to term-time working arrangements).
- The importance (or otherwise) in your Trust's context of maintaining a differential between GTA and ATA roles. In NYC, this was considered important and a 'bar' has been added within the new CD grade but this includes an agreement to undertake a joint review of TA roles with Unison.

Much of the above will involve your financial professionals and consultation / discussion with your recognised union for collective bargaining for NJC staff.

If you need further HR advice on this matter, please do not hesitate to contact your designated Advisor.

NJC Annual Leave Changes Effective 01 April 2023

ANNUAL LEAVE INCREASE

As reported in our [extraordinary email of 4th November 2022](#), the 2022-2023 national pay agreement for NJC staff (those on green book terms and conditions) included an increase of one day to any existing annual leave entitlements with effect from 01 April 2023 (pro-rata for part time staff). Employers who apply NJC green book terms and conditions for support staff (including where such agreements transferred under TUPE) should ensure that the additional days leave is implemented and is additionally recognised in any respective term time pay calculations.

Key takeaways for school leaders

- You may be interested to review our [Guidance](#) on the annual leave entitlements 2023/2024 for North Yorkshire Council staff with effect from 01 April 2023, including the impact on term time staff
- For information, the NYES HR template Trust Leave Policy and Guidance has been updated April 2023 and is available [here](#).

Actions for school leaders



- For those who follow Green Book terms and conditions, ensure one additional days' leave is implemented (pro-rata) for any NJC employees with effect from 01 April 2023

Please contact the NYES HR helpline if you have any questions about the changes



DfE publishes the Working Lives of Teachers and Leaders Report 2023

WORKING LIVES OF TEACHERS AND LEADERS REPORT: APRIL 2023

The DfE have published the first year's results of a five year study on the working lives of Teachers and Leaders. The report includes a focus on leader and teacher workloads, flexible working, pupil behaviour, job satisfaction, career decisions, bullying, harassment and staff inclusion as well as teacher and leader wellbeing. For full details access the report [here](#) which includes a helpful Executive Summary.

As a reminder, we have a number of teacher and leader wellbeing resources and tools available on [CYPInfo](#) to help.

Reminder: additional bank holiday for the King's coronation on 8 May 2023

As you will have already read, there is an additional bank holiday on **Monday 08 May 2023** for the King's coronation. The DfE has reduced the total number of school teaching days to 188 for this academic year.

Our [Bank Holiday Guidance for education settings](#) provides details to ensure all staff including TTO and part time staff's pay and leave entitlements fully take account of the additional bank holiday.

Actions for school leaders



- Ensure part time support staff receive additional leave/remuneration where they do not usually work a Monday (see [guidance](#))
- Ensure part time teachers are not disadvantaged in respect of directed time to their full time colleagues (see [guidance](#))

Please contact the NYES HR helpline if you have any outstanding questions about the upcoming additional bank holiday

Single Central Record (SCR) – Updated Advice on Teaching Regulation Agency Prohibition Checks

OFSTED INSPECTION FEEDBACK

A Teaching Regulation Agency (TRA) prohibition check must be undertaken, pre-employment, on all staff who undertake “teaching work” within a school.

Feedback from recent Ofsted inspections has highlighted their expectation that a TRA prohibition check is also undertaken on Higher Level Teaching Assistant (HLTAs). Although this is an area open to some interpretation of what constitutes ‘teaching work’, given Ofsted’s strong view on this and the fact that it is permissible to do these checks on HLTAs, our guidance will be updated to reflect this expectation from Ofsted.

Key takeaways for school leaders on TRA Prohibition Checks

- TRA prohibition checks must be undertaken, pre-employment on all staff who undertake “teaching work”. Our understanding is that Ofsted consider this to include HLTAs.
- As it is permissible to undertake these checks on HLTAs, it is pragmatic to do so in order to satisfy Ofsted’s interpretation.
- HLTAs (unless they have QTS) will not have a teacher reference number, but schools are able to search the TRA records on surname so the check can be easily and quickly undertaken, on the TRA portal. We suggest you do so retrospectively and update your SCR accordingly.

See our [Guidance on Clearances](#) for additional information.



Training

NYES HR INTERACTIVE WEBINARS 2023

Successful Appraisal - Engage staff so they are prepared to discuss their performance and progress against targets and review good practice

Challenging Conversations - Reflect upon what gets in the way of holding difficult conversations. Prepare for structured conversation to engage individuals, develop accountability, and focus on positive outcomes

Single Central Record Guidance

Develop your knowledge of the statutory Single Central Record (SCR) requirements and gain confidence in managing your SCR

Managing conflict and Resolving Issues at work

- Unresolved conflict causes stress for individuals and may have a negative impact on morale. Deliver proactive and constructive interventions that address conflict at the earliest opportunity

Governor Panels: Staff Hearing and Appeals -

Gain insight into the hearing and appeals process, including a live demonstration of questioning a witness in a hearing. Develop your confidence to be a panel member

Managing performance and capability - Review the principles and policies that support good performance and managing capability issues. Deliver a fair and robust approach to managing under performance

HR Toolkit for Senior Leaders - Understand the rights and obligations under the contract of employment, including how to vary or end contractual arrangements

Managing attendance and related HR issues -

Manage staff absence in a timely and effective way. We will also address a range of frequently asked questions to support you in the day-to-day management of staff

Sessions for Staff Absence Scheme customers only:

Building resilience in the workplace - Identify and implement changes to improve resilience at work

Managing stress in schools - Explore tools that help to identify key risk factors and create a dialogue for implementing solutions

Contact us to discuss training tailored to your school: susan.mcqinn@northyorks.gov.uk



We deliver scheduled webinars, some of which are also available as a pre-recorded on- demand webinar, to watch at a time to suit you

Successful Appraisal	On demand
Challenging conversations	23/05/23
Single Central Record Guidance	On demand
Resolving issues at Work	17/05/23
Governor panels: staff hearing and appeals (evening)	16/05/23 & On demand
Managing performance	20/04/23
HR Toolkit for Senior Leaders	24/05/23
Managing attendance & HR related issues	14/06/23
Sessions for Staff Absence Scheme customers only	
Building resilience in the workplace	On demand
Managing stress in schools	04/07/23 & on demand
Book your place through https://www.nyestraining.co.uk/	