Redeployment for Teachers Policy

Ffederasiwn Ysgolion **Llanidloes** Schools Federation

Policy

Status	Version 1
Policy Author	PCC Policy Development Group
Date of Issue	23.10.2019
Date of Review	27.04.2022; 31.01.2024
Agreed by	Governing Body
Next Review Date	Spring 2026
Authorisation	Chair of the Governing Body Date: 31.01.2024 Signature:

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1. Introduction

1.1 It should be noted that Powys County Council (the LA) has no authority or powers to ensure that a teacher is successfully redeployed.

1.2 This policy therefore is entirely voluntary, it is however recognised that by each governing body in Powys adopting this policy they are recognising their responsibility for the education provision not only within their school but to the wider community in Powys.

1.3 There are a number of occasions when redeployment may need to be considered by the Schools Service. In some cases consideration for re-deployment is a legal requirement such as in redundancy or disability cases. In other circumstances re-deployment may be the most suitable option and, in some cases, it will be necessary for the school to demonstrate that it has considered all alternatives before ultimately terminating an employee's contract of employment. The LA will consider the question of redeployment only after receiving a written request to dismiss pursuant to regulation of the Staffing Of Maintained Schools (Wales) Regulations 2006 (SI 2006/873).

1.4 Should redeployment not be possible and a termination of employment take place, the due process must be followed.

1.5 As a responsible and reasonable employer, the following are examples of occasions when redeployment should be considered are:

- in redundancy and restructuring situations;
- in cases of long term sickness, or ill health capability, or a disability as defined by the Disability Discrimination Act 1995.

The above cases are the most likely examples of where redeployment will be agreed by all parties.

1.6 It must be stressed that as this policy is voluntary, full disclosure will be made to the receiving school's head teacher and governing body of the reasons for the requested redeployment.

1.7 The LA shall keep a register of the schools that have signed up to this policy.

2. Redeployment Register

2.1 To support this policy, a Redeployment Register will be maintained by the HR department. The Register will contain details of employees who are seeking alternative employment within schools, or the wider Council for reasons described within this policy. The Register will be available to all schools, with the teachers' names and skills detailed. It should be noted that there is absolutely no guarantee of redeployment.

2.2 Employees going onto the redeployment register will be requested to complete a skills audit questionnaire to enable their work and life skills to be identified. This questionnaire is taken from the Redundancy Policy and can be found in this policy as Appendix A.

2.3 Employees on the Register will be matched against posts that become vacant or are established from new, depending on their skills, experience or aspirations. The Register will be managed within the HR Department.

2.4 It should be noted that the employee has a significant amount of responsibility in looking to source redeployment opportunities, either through internally advertised vacancies, or through a general awareness of the local recruitment situation. Employees on the Redeployment

Register will be provided with vacancy information by HR to enable them to express an interest in potential redeployment opportunities.

2.5 Guidance on the application of the Redeployment Register may be sought from the HR department who will manage and co-ordinate the register and its usage.

3. Redundancy and Restructuring

3.1 Any employee who is in a redundancy situation and is deemed suitable for a vacant post in a school where the governing body has adopted this policy will be guaranteed an interview alongside other candidates for advertised posts. There will be no such guarantee for vacancies in schools which have not adopted this policy.

3.2 An appointment to the post would be made through a fair selection process of all candidates. A standard application form will be used for this purpose.

4. Long Term Sickness, Ill Health Capability and Disability

4.1 Where there is no likelihood of a return to the employee's substantive post in the future, the employing school must consider redeployment by reviewing hours, type of work, and/or location.

4.2 Some of the issues to be considered when dealing with long term sickness are:

- Could the employee return to work if some assistance were provided?
- Could some reorganisation or re-design of the job speed up a return to work?
- Is alternative, lighter or less stressful work available, with re-training if necessary?
- Could rearrangement of duties within the work group produce a more suitable job?
- How long has he/she been working for the organisation?
- Have all possibilities been discussed with the worker and/or his/her representative?

4.3 Reference should also be made to the Absence Management policy for additional guidance on managing absence.

APPENDIX A

SCHOOL SKILLS AUDIT

Please complete the form answering the questions outlined and including all skills, qualifications, experience and training which you would wish the headteacher to be aware of. This can include skills and experience you do not currently use in school. You may continue on a separate sheet if necessary.

Please return the completed form to the headteacher by no later than ***[Date]***
The contents of the form are **CONFIDENTIAL** and will be used only for the purposes of selection with regard to the current redundancy situation.

NAME	
1) Please indicate by placing a tick next to the box, which post you are interested in. You may tick more than one	Post No. 1 ☐ Post No. 2 ☐ Post No 3 ☐ Etc.
2) Please state your qualifications and experience, including dates, for the posts you have expressed an interest in.	

3) Please state relevant experience, training, and/or qualifications in Numeracy, Literacy, Science and ICT across the curriculum. **This section is a changing environment with a move from knowledge to skills base. Therefore this section must be agreed in advance on a case by case basis with the representative trade unions.	Numeracy Literacy Science ICT
4) Please state relevant experience, training, and/or qualifications in teaching the Foundation subjects.	

5) Please give examples of your ability to work as a member of the school team e.g. approach new challenges positively, actively contribute to staff meetings, show initiative within designated roles and responsibilities, examples of working together, other skills or experience you can bring not covered in curricular activities.	
6) Please state the ability and qualities you have to foster good relations with parents, giving examples of how you do this.	
7) Please state relevant experience or skills you have that you consider support the learning environment.	

Please add any other information you would wish the Governing Body to be aware of with regard to your skills, experience, abilities, training or qualifications.	