



What's Hot?

Teachers' Pay 2023

The [School teachers' pay and conditions document 2023](#) was published on 13th October 2023 confirming a 6.5% increase on all Ranges and Allowances (except M1 which is higher to get to £30,000 outside London and Fringe areas).

Schools and Academies can now proceed with deciding on how they will apply the award and implementing increases backdated to 1 September. Maintained Schools are obliged to comply with the minimum and maximum values of each Pay Range set out in the Teachers' Pay and Conditions Document and may choose to follow the [Advisory Pay points](#).

Academies are free to set their own pay policies and may choose to follow the Teachers' Pay & Conditions Document. Our model Pay Policy for 2023 is [available](#) for schools to insert their chosen pay values.

Support Staff Pay Award April 2023

As previously reported there is as yet no agreement on the April 2023 pay award.

The latest position is that while Unite union have rejected the Employers' pay offer of £1,925 on each pay point in the NJC Scale to Point 43 then 3.88% above this, Unison has recommended acceptance of the offer.

Whether the award is finalised, hinges on the decision of the GMB after their ballot. The ballot closed on 24th October and we await their decision. If Unison and GMB agree to the offer, this will be sufficient for it to go through.

The Worker Protection (Amendment of Equality Act 2010) Bill 2023

This Bill has now been approved by Parliament and received Royal Assent on 26th October. The Act was considerably watered down in the House of Lords and Clause 1 on third party harassment was completely removed. What remains is Clause 2 which requires all employers to take reasonable steps (but not ALL reasonable steps as originally drafted) to prevent sexual harassment in the workplace. Employers should of course already take any harassment claims seriously, investigate thoroughly, take appropriate action and keep impeccable records of steps and actions taken.

HR Hot Topics - Redundancy & Restructuring

To further support schools and academies in managing their extensive HR responsibilities, each half term we will be focussing on a key HR issue. As part of this we will be producing additional guidance and resources on the relevant topic and highlighting training and additional support that is available. This half term, we are focusing on Redundancy and Restructuring.

Many schools and academies find themselves under financial pressure and needing to make difficult decisions to achieve cost savings. In some case this will necessitate changes to, or reductions in, staffing as a last resort.

A fair and proper process must be followed to effect redundancies and restructurings and these take time and can be very unsettling. Employers should be particularly mindful of:

- Rationale. Prepare a clear business case for changes being proposed. Ensure you have looked at alternatives to staffing changes first and seek financial advice as necessary.
- Timescales. These processes take time – we usually recommend allowing at least 2 terms taking into account the need for consultation and notice periods.
- Procedure. Ensure you have an up-to-date **redundancy and restructuring policy** and that you follow it.
- Consultation. Meaningful consultation with staff and unions is essential from the very beginning and throughout the process.

Please contact your link advisor as soon as possible for advice and support if you think you may have to look at these procedures.

Please see our supporting resources here: [Latest News - Juniper Customers \(junipereducation.org\)](https://www.junipereducation.org/latest-news). This includes:

A guide to redundancy payments

A guide to suitable alternative employment

Redundancy and Restructuring FAQs

Redundancy & Restructuring Top Tips

Guides on teacher and support staff salary safeguarding/protection



Join our **Redundancy & Restructuring on line training**

Thursday 30 November 2023

9.30-12.00

When we will take you through the process and answer all your questions. To book search Redundancy here :[Search Events | \(junipercpd.org\)](https://www.junipereducation.org/search-events).

Model Policies & Procedures

OUT NOW

GRIEVANCE	revised procedure to reduce timescales and remove duplication. toolkit updated
PROBATION	revised timescales for review meetings, apply to new starters

DUE FOR REVIEW THIS TERM

MENOPAUSE	only minor updates expected
DISCIPLINARY	no changes expected

OUT LAST HALF TERM

PAY POLICY	ECT STATUTORY INDUCTION
CODE OF CONDUCT	DEALING WITH ALLEGATIONS

All of our model policies, procedures and guidance are available from www.junipereducation.org/

Resources Updates

- **Irregular Workers holiday calculator.** This has been updated for 2023/2024. Please note you will need to adapt if your term dates differ from those included.
- **Referrals to the DBS and TRA.** In certain circumstances where staff are dismissed or leave, schools and academies must make referrals to the DBS and TRA. We have produced [quick guides](#) setting out when and how such referral are made.
- **Time off for trade union duties and activities.** [Guidance](#) on entitlements linked to the ACAS Code.
- **Self-Employed and IR35.** No changes but [guidance](#) refreshed and enhanced.
- **Agency Workers.** [Guidance](#) reviewed and updated. No significant changes.
- **Holiday Pay and Maternity** – simplified [guidance](#)
- **Accidents at work** - new [guidance](#) on entitlements to pay
- **School trips** - new [guidance](#) on payments
- **Headteacher Group Size Calculator** - this has now been updated for 2023 pay rates and now includes a calculator for Special Schools

Did you know?

Right to Work Checks



The Home Office has announced its intention to increase significantly fines for employers who employ illegal migrants. The civil penalty for employers who employ an individual without the appropriate immigration permission in the UK, will be tripled from a maximum of £15,000 per illegal worker (for a first breach), to £45,000 per illegal worker. The announcement states that the increases will come into force at the start of 2024 although an exact date has not been confirmed. See our guidance on when and how to complete [Right to Work](#) checks.

HR compliance



We are in the process of producing a manual summarising HR Compliance in schools and academies. Chapter 1 – A Guide to Legislation is **available** now.

Look out for future chapters which include Safeguarding, HR Policy, Equality, Contracts and Exits and Terminations.



You can now follow the Juniper Education Group and members of our HR Team Nicki Harris, Melanie Maul-Proir, Kate Merryweather and Debbi Penny on LinkedIn and on [Twitter.com\JuniperEd](https://twitter.com/JuniperEd)



Case Review - Redundancy

Each half term, we will highlight an Employment Tribunal decision and identify lessons which may be learned.

Gwynedd Council v Shelley Barratt [EAT, 2020]

The Employment Appeal Tribunal (EAT) concluded that there had been a redundancy procedure that had not been correctly managed by the respondent.

The claimants were teachers. The respondent, a local authority, implemented a reorganisation scheme which involved the school's closure in order to open a new one in its place. All staff at the old school were informed that they would have their existing contracts terminated and would need to apply for roles in the new school. The claimants were later interviewed yet were unsuccessful. They went on to bring an unfair dismissal claim, arguing that they had not been provided the opportunity to consult representatives about the redundancy as per usual procedure. They also submitted that they should have been able to appeal against the dismissal. The respondent countered, saying that the claimants suffered no disadvantage by not being able to appeal against the decision because an appeal would have made no difference due to the old school being permanently closed.

The EAT rejected the respondent's argument that the dismissal was inevitable and concluded that the respondent had chosen to circumvent established redundancy procedures, providing no opportunity for meaningful or effective consultation. They went on to say that the failure to permit an appeal was substantially and procedurally unfair as this right was now so ingrained in employment law practices and included in relevant guidelines.

Upcoming Training Courses

Please note all courses are subject to minimum numbers and may not run if these are not met. Delegates will be offered alternative dates where courses are cancelled. For details of the courses and appropriate audiences, and to book, please see [Search Events | \(junipercpd.org\)](https://junipercpd.org).

FOR HR STAFF AND MANAGERS

Contracts of Employment Training	16 November 2023	9:30-11:30
HR Administrators Induction	Various dates from 10th January	9:30-11:30
Recruiting and Checking New Staff	17 January 2024	9:30-11:30
Maintaining the SCR for Maintained Schools	25 January 2024	9:30-11:30
Maintaining the SCR for Academies	1 February 2024	9:30-11:30
Maternity and Other Child Related Absence NEW	2 November 2023 8 February 2024	9:30-11:30
Understanding Local Government P&C	8 November 2023	9:30-10:30
Understanding Teachers P&C	8 November 2023	10.45-12:00

The **Spring Term HR Briefings** will take place on **24th, 26th and 30th January 2024 at 10am and 29th January at 1.30pm**. The briefings will each last one hour. There is no need to book – you will receive an email in January with the meeting links so you simply need to join whichever one you want.



Register for our free Webinar on **Shared Parental Leave**

29th November 2023
11.00-11.45

FOR LEADERS AND LINE MANAGERS

Challenging Conversations with Staff	6 December 2023	9:30-11:30
Developing your Management Skills	13 February 2024	9:30-11:30
Equality in Employment Awareness Briefing	18 January 2024	9.30-10.30
Managing Employee Exits and Terminations	7 March 2024	9:30-11:30
Redundancy & Restructuring	30 November 2023	9:30-12:00
Managing Staff Sickness and Absence	9 November 2023	9:30-11:30
Disciplinary Investigations	17 November 2023	9:30-11:30
Managing Grievances in the Workplace	7 December 2023	9:30-11:30
Safer Recruitment Refresher	23 Nov, and 13 Dec 2023	9:30-11:30
Safer Recruitment	1 Nov and 6 Dec 2023	Full Day

HR TRAINING FOR GOVERNORS

Pay and the role of the pay committee	15 May 2024	5.30-7.00pm
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OTHER TRAINING

Mental Health & Wellbeing - Dealing with exam stress	17 January 2024	3.30-5.00pm
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