

Teacher Secondment – Requires Approval

Last term, a member of staff requested part time working hours. I felt that this would be to the detriment of children's education at Meadow View and therefore I declined the request. I offered to send an email around other Head teachers in JMAT to see if any part time vacancies were available.

Another school have offered a part time position; however, this is only as a 1-year secondment. The member of staff would like to take this offer and has instructed me to seek approval from governors.

The secondment would be for 1 year.

I think this works in favour of MVP as this will mean that it would mean that plus on costs. This may mean that we can afford to keep all of the support staff that we have rather than having to lay someone off.

Implications for school staffing

We would be able to keep our temporary NQT who started with us in January. She is working really successfully in school.

Implications for the budget

There is a saving for school of approximately £11,247

How long is the secondment for?

1 year – from 1st September 2021 to 31st August 2022

What happens at the end of the secondment?

The member of staff officially remains on our staff and therefore at the end of the secondment she would return to our school and would be included in the staffing structure. There is always a possibility that the member of staff is offered a permanent contract in the meantime.

Is the secondment formalised by HR?

It will go through a process that meets all HR requirements. All 3 parties will sign a contract to ensure that the secondment is legal and binding.

Is it clear who is responsible for the individual's performance appraisal and approving any pay increases, agreeing key work objectives, CPD etc so that the member of staff continues to have opportunities to develop etc?

The staff member will have their review at MVP in July to complete appraisal for this academic year, but new targets will not be set at this meeting. The new secondment school will set the targets from appraisal for the academic year of 21/22.

Will the NQT continue to be on a temporary contract during the secondment?

Yes

When we convert will the individual on secondment be included in the MVP TUPE transfer?

If we convert when she is on secondment she will TUPE over with the rest of the staff as she will still formally be an MVP employee.