

Where can I find out more?

www.suffolk.gov.uk/sor
www.teacherspensions.co.uk

How to contact us

If you would like further copies of this leaflet:

Telephone: 08456 031842

Email: sor@cyp.suffolkcc.gov.uk



Corporate member of
Plain English Campaign.

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Committed to clearer communication.

If you need help to understand this information in another language please call the number below.

إذا تحتاج إلى مساعدة لفهم هذه المعلومات في أي لغة أخرى فالرجاء الاتصال على الرقم التالي.

Arabic

এই লেখাটি যদি অন্য ভাষাতে বুঝতে চান তাহলে নিচের নম্বরে ফোন করুন

Bengali

如果你需要其他語言來幫助你了解這些資訊，請撥以下電話。

Chinese

જો તમારે આ માહિતી બીજી ભાષામાં સમજવા માટે ખાસ કરીને સહાયતાની જરૂર છે તો કૃપા કરીને નીચેના નંબર પર કોલ કરો.

Gujarati

بەم زانیاری هێشیتنی ئە ب ت گهیهتی ده یارمهت پ و یستیت بهگهیه
 بهکه. وهی خوارم ژمانندی بهیهوه بهژمان کسی تر تکایه

Kurdish

Jeżeli potrzebujesz pomocy w zrozumieniu tych informacji w swoim języku zadzwoń na podany poniżej numer.

Polish

Se precisar de ajuda para ler estas informações em outra língua, por favor telefone para o número abaixo.

Portuguese

If you would like this information in another format, including audio tape or large print, please call **08456 066 067**.



Suffolk
County Council

School Organisation Review

Information for middle school staff:
Staffing protocol



www.suffolk.gov.uk/sor

What is the staffing protocol?

Like other authorities which have gone through school re-organisation, Suffolk has drawn up a staffing protocol, which sets out a framework for how we will manage the change from three- tier to two- tier schools in Suffolk.

The protocol has been agreed with all six teacher unions and Unison, representing support staff.



A copy was sent to Headteachers in July and to all governing bodies in September, asking them to adopt the protocol at their meetings this term.

What does it say?

The protocol describes how appointments will be made once decisions are made in each group of schools affected.

In three-tier areas, schools are asked to consider appointing from middle schools in Suffolk, before advertising more widely.



In two- tier areas, schools are asked to give active and supportive consideration to appointing staff from closing schools.

In Suffolk we are committed to investing in the future of our middle school staff. We are planning training and development to help staff make a successful transition either to primary or high school.

We also recognise that for some staff, there may not be a similar post in primary or high schools. Where staff take up a post on a lower salary after

their own school has closed or re-organised, they are eligible to receive salary safeguarding for three years (the cost of safeguarding will be met by the local authority). We believe that this is an incentive to teachers and support staff to remain in middle schools until they close. It will also be of benefit to the primary and secondary schools that appoint them.



Key messages

- We want to avoid redundancies wherever possible.
- Primary and high schools will need the skills of middle school staff experienced at working with Years 5/6 and 7/8 respectively.
- Because there are staff in all phases who are due to retire in the next few years, there will be development opportunities for middle school staff.
- Re-organisations such as this one provide opportunities to staff to develop their careers.
- The phased implementation of School Organisation Review in Suffolk allows us to plan these changes carefully.
- Once decisions have been reached about the new structure in each area, work can begin on staffing structures.
- There will still be the same number of children requiring teaching and support, so a similar number of staff will be required after the review.



A series of frequently asked questions is available on our website.