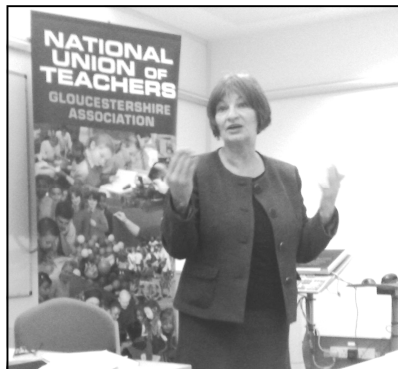


Acting General Secretary visits Gloucester.

Christine Blower, Acting General Secretary of the NUT, addressed a group of members on the national pay and workload campaign at a recent meeting held at Oxstalls campus in Gloucester. Speaking before the result of the pay ballot was known she impressed



members with her willingness to engage with local views and determination to work hard to improve terms and conditions for teachers in the context of the difficult economic conditions the country is facing.

INCOME TAX RELIEF

Did you know that you can claim tax relief on your union subs? You can claim for previous years' as well as this year's by writing to the Tax Office at:
Inland Revenue, Southgate House, Southgate Street, Gloucester GL1 1QL (tel: 08453 667 840).

You'll need to include your Employer's Tax Reference Number (you can get that from your pay slip) and your own National Insurance number.

Be a friend, remind a colleague!

For a free model letter claiming your tax relief from Inland Revenue and giving details of past years' subscription rates, please e-mail the editor placing Income Tax relief in the message line.

Are you a new teacher struggling to manage on your main scale pay? The NUT is looking for stories to send home the message to Government that below inflation pay increases are causing suffering for young teachers. Send in your story and it may be used in our national campaign materials. Entries may be anonymous but we would need to have your details (not attributable) for verification.

School Rep Training:

Around a dozen local school reps from the primary and secondary sector met in December at a training session organised by the local association at Hucclecote. Items covered included where to find information on school teacher's terms and conditions and how to deal with school management in breach of compliance with workload related legislation.

A further session is arranged for more experienced reps on February 13th at Hucclecote. The NUT will pay your school for supply cover so why not apply today? Apply to the Divisional Secretary for further details (see contact details).

GLOUCESTERSHIRE ASSOCIATION NUT CONTACTS

If your District isn't listed then contact the Association Secretary.
Members can make contact with all the Officers listed below through the Association's website

Gloucestershire Association Divisional Secretary:

Andy Johnson: 01285 655 022
nut.gloucester@btconnect.com

Gloucestershire Association Deputy Divisional Secretary:

John Pemberthy: 01594 830 282
jpemberthy@glosnut.co.uk

Cirencester District Secretary:

Dave Sutherland: 01285 654 416

Cheltenham District Secretary:

Ian Morgan: 01242 578 793

Forest of Dean District Secretary:

Geoff Davies: 01594 544 036

Gloucester District Secretary:

Garry Wheeler: 01452 531 342

Newent District Secretary:

John Pemberthy: 01594 830 282

Stroud District Secretary:

Mike Davis: 01453 883 995

Health and Safety Adviser:

Colin O'Hare: 01285 653 695

Union Learning Representatives:

Garry Wheeler: 01452 531 342

garrywheeler@blueyonder.co.uk

and

John Pemberthy: 01594 830 282

jpemberthy@glosnut.co.uk

Supply Teachers' Secretary:

Claire Price: 01242 244 582

Retired Teachers' Secretary:

Pearl Harris-Clarke: 01452 616 620

Young Teachers' Secretary:

Dave Hampson: 01531 820 550

dhampson@newent.gloucs.sch.uk

National Executive member:

Max Hyde 01217 453 942

max@piscator.demon.co.uk

Regional Office in Exeter: 01392 258 028

south.west@nut.org.uk

Update your membership: 0845 300 1666

Know someone who wants to join? 0845 300 1669

National Union's website: www.teachers.org.uk

Local Association website: www.glosnut.co.uk

The Gloucestershire Teacher is published by Gloucestershire NUT Association
Secretary: Andy Johnson Tel: 01285 655 022
Email: secretary@gloucestershire.nut.org.uk
Editor: John Pemberthy Tel: 01594 830 282
MEMBERS ARTICLES/LETTERS WELCOMED



NEWSLETTER OF THE GLOUCESTERSHIRE ASSOCIATION OF THE NATIONAL UNION OF TEACHERS ~ JANUARY 2009

Happy New Year!

Dates for your Diary 2009

GENERAL MEETING

Thursday, January 22nd, 7.15 p.m.
University of Glos (Oxstalls Campus)

ANNUAL GENERAL MEETING

Wednesday, March 11th, 6.30 p.m.
The Gloucestershire Club.
(Sandwiches will be provided)

Can't make the meetings? Then let us know your views via www.glosnut.co.uk

Directions to the meetings can be found on the meetings page.

If you would like to attend the annual conference or join the executive committee contact the Divisional Secretary for details of how to apply. Nominations close at the end of January.

IT'S TIME TO DO SOMETHING ABOUT WORKLOAD

This year the local association will be focussing on combating excessive workload as part of a national campaign.

Reasons for the campaign

In 2006 the School Teacher Review Body conducted a workload survey to see if workforce reforms introduced in 2005, intended to reduce teacher workload, had in fact done so. It will come as no surprise that the survey concluded:

"no statistically significant changes in the numbers of hours worked by full-time teachers between 2005 and 2006"
(primary classroom teachers - 50.1 hours per week)
(secondary classroom teachers - 49.1 hours)

The NUT has also conducted a number of surveys of members since and has identified:

- large classes;
- planning;
- too many meetings of all kinds;
- staff meetings which go on far too long;
- clerical and administrative tasks; and
- concerns over revised performance management regulations & classroom observation

as the principal culprits causing excessive workload.
continued on next page...



Local Association website: www.glosnut.co.uk

Local Association website: www.glosnut.co.uk

continued from front page...

It's worth repeating the statutory duties of teachers laid down in the School Teachers' Pay and Conditions Document with respect to working time:

- A limit to working days to a maximum of 195 per year;
- No more than five non-contact days for INSET per year;
- A maximum of 1265 hours of directed time activities per year including mid session breaks (directed time = teaching and supervising pupils, assemblies and all meetings with fellow teachers, parents and pupils);
- Directed time for part-time teachers to be calculated pro-rata, and additional time above that to be paid for;
- A break of reasonable length at lunchtime (reasonable is not defined);
- No requirement to undertake midday supervision.
- The right to a reasonable work/life balance
- No unreasonable demands on members to work additional hours outside directed time in order to discharge their professional duties
- All teachers to receive **at least** 10 per cent of their timetabled teaching time for PPA;
- Adequate additional non-contact time for head teachers and others with additional management and leadership responsibilities
- A maximum cover limit of 38 hours per member per year, reducing this year as a transition to "rarely being required to cover" from 1st September 2009;
- The cover burden to be spread evenly between staff and over the school year.
- No requirement for teachers to invigilate external examinations (national curriculum tests, GCSE, AS/A2) or mock examinations or those requiring alterations to the school timetable.
- Teachers cannot be required to undertake routine clerical or administrative tasks which do not require the professional input of a qualified teacher (for an illustrative list of those tasks see below);
- Classroom observations for the purposes of performance management and evaluation of teaching and learning limited to no more than three times per year and to no more than 3 hours in total per year;

The Union's own workload guidelines include:

Class sizes

- 26 pupils in the case of nursery classes with one teacher supported by an appropriate qualified nursery assistant;
- 27 pupils in the case of reception classes;
- 24 pupils in the case of mixed age classes;
- 20 pupils in the case of practical classes;
- 15 pupils in the case of classes of pupils needing particular small group or individual attention; and
- 30 pupils in other cases.

Planning

- Sensible arrangements for lesson planning in accordance with NUT advice;
- No unnecessary or excessive requests for planning documents – your plans are your own.

Meetings and Parents' Evenings

- Meetings to be efficiently conducted with adequate notice to all staff;
- Meetings to be limited to a maximum of 60 minutes per week;
- An average of one evening meeting per term with a maximum of two evening meetings (including parents' evenings) per week;
- Sensible and equitable arrangements for part time teachers' attendance at meetings

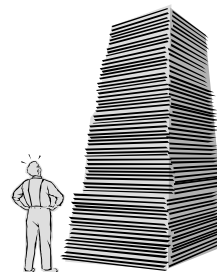
Classroom observations

- At least 5 working days' notice of observations.

Local Authority Officers believes that the workforce reforms are all being implemented in this county and excessive workload is not a serious problem. Why do they believe this? Head teachers have told them so. If you work in Gloucestershire and know differently write to the Editor and let him know. Your name will be kept confidential, but any evidence of non-compliance with the workforce reforms will be passed to the Local Authority.

Administrative and clerical tasks not to be done by teachers

1. Collecting money from pupils and parents.
2. Investigating a pupil's absence.
3. Bulk photocopying.
4. Typing or making word-processed versions of manuscript material and producing revisions of such versions.
5. Word-processing, copying and distributing bulk communications, including standard letters, to parents and pupils.
6. Producing class lists on the basis of information provided by teachers.
7. Keeping and filing records, including records based on data supplied by teachers.
8. Preparing, setting up and taking down classroom displays in accordance with decisions taken by teachers.
9. Producing analyses of attendance figures.
10. Producing analyses of examination results.
11. Collating pupil reports.
12. Administration of work experience (but not selecting placements and supporting pupils by advice or visits).
13. Administration of public and internal examinations.
14. Administration of cover for absent teachers.
15. Ordering, setting up and maintaining ICT equipment and software.
16. Ordering supplies and equipment.
17. Cataloguing, preparing, issuing and maintaining materials and equipment and stocktaking the same.
18. Taking verbatim notes or producing formal minutes of meetings.
19. Coordinating and submitting bids (for funding, school status and the like) using contributions by teachers and others.
20. Transferring manual data about pupils not covered by the above into computerised school management systems.
21. Managing the data in school management systems.



Workload survey shows worrying results in Gloucestershire

There was a large response to the questionnaire survey contained in the last issue of the Gloucestershire Teacher. Whilst many schools in Gloucestershire have managed to implement workforce reform there are too many that seem to be ignoring the legislation or failing to implement it fully. The survey asked members to report on three key areas:

1. MEETINGS—55% of members reported being required to attend meetings which regularly exceeded an hour (This figure increases to 80% for primary schools)

2. PLANNING—66% of members reported being required to write lesson plans according to a prescribed format (over 80% in primary schools) 33% reported being required to submit short-term planning to SLT or their Head of Department (66% in primary schools). Just over 50% said that they had to submit their lesson plans for regular inspection. (75% of members in the primary sector.)

3. BUREAUCRATIC TASKS—60% of all members who responded said that teachers in their school were routinely required to perform tasks designated as bureaucratic by government guidance. This figure was similar in all sectors with a slightly higher figure of 66% in primary schools.

In order to support our members in those schools where workload remains a serious issue we shall embark on a plan of collective action including, if necessary, industrial action. We have informed the Local Authority of our intention to gather evidence to pass to them where schools are failing to comply with Government legislation on workforce reform. The Local Authority has a statutory duty to enforce compliance in schools and can raise an enforcement order or even remove governors where schools fail to address this issue. They have promised to co-operate with us in ensuring compliance in all Gloucestershire schools.

Acting General Secretary, Christine Blower says *"Excessive workload and the erosion of teachers' pay are issues which affect every teacher and can unite the teaching profession. The NUT is ready to work with those who recognise this and want to do something about it."*

What can I do?

One problem identified by many primary colleagues was the expectation to attend lunchtime meetings or run after school clubs. Teachers cannot be made to do these things although they may do so at their own discretion. If your school has an unrealistic expectation of what you may be required to do, ask your NUT rep to call a meeting and gather evidence so that collective action can be taken. The value of your union in this situation is that it removes the worry of having to make a stand on your own - by working together we are stronger. If in doubt make contact with your local officer – details are on the back.

What about teachers' workload?

Following a study into teachers' working hours by Price Waterhouse Cooper in 2001, the Government began negotiations with teachers' unions and local authorities with the aim of restructuring the teaching workforce. This process, known as remodelling, aimed at reconfiguring teachers' work and remuneration to focus teachers' efforts on the core task of teaching and learning by doing away with bureaucratic tasks or those which do not require the specialised skills of a qualified teacher. The removal of the requirement to cover for absent colleagues by September 2009 is the latest attempt to support this aim.

The TES reported on August 29 that a poll of 3,453 teachers showed that the workload deal is being ignored and teachers are no better off whilst some claim that the deal has increased their workload.

The NUT has commissioned the Faculty of Education at Cambridge University to compile a series of reports on teachers' working lives – the latest of which was published in March 2008. It concludes that **"Demands on teachers have increased beyond their capacity to meet them."** A major cause of additional work and stress is pupil behaviour and classroom disruption caused partly by "pressures emanating from the performance culture" and also from poor parenting and the inclusion of children with learning difficulties without adequate resourcing.

What can we do?

The NUT has always believed that schools learn and change from the bottom up. The recent report states that

'The NUT wants a proper work life balance for every teacher – indeed it is the statutory duty of every Head teacher to safeguard this. The NUT workload campaign is a nationally supported campaign alongside the pay campaign. Working together we can secure a better future for teachers and students.'

For a free checklist of workload tasks and NUT advice, e-mail jpemberthy@glosnut.co.uk. Please say whether you are the school rep. If there is no rep in your school would you be prepared to be the named individual who receives information from the NUT to display in the staffroom?

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