



DEVON COUNTY COUNCIL



Workforce Remodelling Winter 2004

The New Year sees a welcome addition to Devon's Remodelling Team. From January, Sarah Davies, currently headteacher at Filleigh Community Primary School in North Devon, will be joining us on secondment as a second Workforce Reform Consultant, bringing a primary perspective to the team. Sarah has experience of the Primary Strategy Leadership Programme and Filleigh was one of the first schools to go through remodelling training in Devon. We are also expanding our Remodelling Consultant resource, serving headteachers who have been trained by the National Remodelling Team, to work alongside schools in the remodelling process.

The main focus of this newsletter is Planning Preparation and Assessment time for teachers from September 2005, but so we do not lose sight of the fact that this is part of a much wider agenda, I would like to take the opportunity to mention other activities which have taken place during the Autumn Term, or are planned for future dates.

Best wishes for 2005

Philippa Court
Workforce Reform Consultant

Training for Cover Supervisors

The first day training session for cover supervisors took place in September. Run in collaboration with the Key Stage 3 Behaviour and Attendance Consultants, it was well received by delegates. This development of a support staff role is an area of expansion and further training will take place. The next full day session will take place on

Monday 7 February at the Parkway House Hotel, Sampford Peverell. For further details contact Ann Roberts (01392 386467 or ann.roberts@devon.gov.uk).

Higher Level Teaching Assistants

During the Autumn Term the first teaching assistants undertook HLTA training and assessment.

Some have already gained the status after successful completion of the final year of their foundation degree at the University of Plymouth. Those who have completed the

three day assessment route with a training provider are currently awaiting the outcome, which will be known in March.

Nationally, there is a 'shift' away from the 50 day full training route, although this is still available. A number of shortened pilot routes for those who meet all but a few of the standards are being offered by local HLTA training providers.

For more information on the next round of application for funding from Devon LEA, please contact jane.fogden@devon.gov.uk or by phone 01392 386481

Job Descriptions and Grading Scheme

Work is continuing to produce a revised Teaching Assistant Grading Scheme for Devon. The job profiles produced by the National Joint Council, following national consultation with unions, have been used as a basis for the review. It is intended that the scheme will differentiate clearly between roles and levels of responsibility and that the final structure will provide a route for career progression linked to standards of skill and expertise.

Following extensive informal consultation, all job descriptions have been submitted to the Unions as part of the formal consultation process. Proposed gradings have also been put forward for Higher Level Teaching Assistant posts (scale 5) and the role of Cover Supervisor (scale 4). Feedback in relation to the content and gradings, where applicable, is expected in January. Proposed gradings for the remaining levels of posts within the scheme will be put forward as part of the next round of formal consultation.

Remodelling Training

Schools are accessing remodelling training and support in a variety of ways:

- A number of small schools are working in collaborative groups on remodelling issues.
- Remodelling training is running in Crediton, Newton Abbot, Axe Valley Local Learning Communities and a group of Exeter Schools.
- Residential Special Schools are pursuing remodelling, bringing together staff with a range of roles across educational and care teams.
- A group of Secondary schools are looking specifically at how the pastoral system can be remodelled.
- As part of their training, Primary Strategy Consultant Leaders have been involved in considering remodelling issues, and have been offered the opportunity to consider the parallels between remodelling and the key principles of the Primary Leadership Programme, access more in depth training in Remodelling Tools, and have an early awareness of the framework of the 10%PPA workshops.
- In addition to this, a number of individual schools are being supported in remodelling.

A Work/Life Balance conference will take place on 9 March 2005 (venue and programme to be confirmed and details circulated shortly). It will be run in collaboration with Investors in People.

The Devon Remodelling website is now accessible at <http://www.devon.gov.uk/dcs/improve/remodel>.

Third Phase of the National Agreement on Raising Standards and Tackling Workload:

There three main areas of focus in this phase of the National Agreement are:

- *10% Planning Preparation and Assessment time for teachers from September 2005.*
- *Dedicated Headship Time.*
- *The end of routine invigilation of examinations for teachers.*

More detail on these contractual arrangements is available on Devon's remodelling website, mentioned above.

Guaranteed planning preparation and assessment (PPA) time is a key development in the drive to reduce workload and to raise standards. It ensures that there is provision during the school day for these core tasks.

Effective planning for PPA time requires a clear understanding of the legislative framework underpinning the statutory requirements. This is contained in the School Teachers Pay and Conditions Document, and in associated guidance, both to be found at www.teachernet.gov.uk; and in a PPA resource pack, produced by the National Remodelling Team, endorsed by the National Workforce Agreement Monitoring Group, available as a download from www.remodelling.org; from Prolog 0845 602 2260 or from JaneFogden, Workforce Remodelling Administrator tel: 01392 386481 jane.fogden@devon.gov.uk;

Devon is running a number of PPA workshops located around the county. Remaining workshops running in January and February are:

11.1.05 Two Bridges Hotel	13.1.05 Salston Manor Hotel
18.1.05 Arundel Arms	20.1.05 Newton Abbot Racecourse
25.1.05 Langstone Cliff	

Details of these were published in September. If you have not signed up for a workshop, but wish to do so, please contact Jane Fogden (contact as above). It may be possible to arrange additional workshop days.

Support in thinking through strategies from a Remodelling Consultant is available through Philippa Court, Workforce Reform Consultant: philippa.court@devon.gov.uk; 01392 386481.

Devon has produced a Frequently Asked Questions document which supplements nationally produced information. This is available on the remodelling website, or from the PPA Workshops.

Employee Relations

The Employee Relations team have all received the NRT PPA training so are familiar with the training content. The team can support you with the interpretations of the National Agreement, the achievement of 10% PPA and the wider remodelling agenda.

Specific advice is available about contractual arrangements, teachers terms and conditions and consultations with professional bodies and staff and the longer planning and management of change in schools.

Contact arrangements for Employee Relations remodelling link:

Jocelyn Davis, Personnel Officer, has responsibility for developing guidance on personnel issues related to implementation of the National Agreement:

jocelyn.davis@devon.gov.uk Tel: 01792 849923: Mobile 07968 416205.

General guidance and support is also available directly from your Link Personnel contact. Please contact these link officers in the first instance with personnel enquiries relating to remodelling.

Devon Finance Services

Finance Officers have knowledge of the PPA requirement and expect to include some financial modelling of the costs of implementing the requirement when they work with schools on budget planning over the next few weeks.

Devon Governor Services

Governors have an important role to play in workforce remodelling. As the implementation deadlines of the National Agreement continue to make themselves felt, the role of the governing body may, in the short term at least, focus on ensuring that the school fulfils the legal requirements of the National Agreement. Governors also need to ensure, however, that in fulfilling the letter of the law the “spirit” of the agreement is not lost, which is to provide opportunities for grassroots change in our school communities.

Governors, as lay people with a vast range of experience and knowledge of “other worlds”, are ideally placed to bring real creativity and challenge to discussions in schools about doing things differently.

Three packs of information (Guides for Governors) have been produced to help Governors. Copies of these were sent to schools, but they can be downloaded from the National Remodelling Team’s website www.remodelling.org or ordered by telephoning the National Governors’ Council on 0121 616 5104 or by emailing ngc@ngc.org.uk. Devon Governor Services are holding three evening sessions on workforce remodelling in the Spring term 2005:

Thursday 27 January at the Devon Hotel, Exeter

Thursday 24 February at the Barnstaple Hotel, Barnstaple.

Thursday 3 March at Buckfast Abbey, Buckfast.

All courses start at 7.00 p.m. with refreshments from 6.30 p.m. and will end by 9.30 p.m. There will be a presentation of information on workforce remodelling followed by discussion in groups and time for questions. There is no charge for Governors from schools subscribing to Devon Governor Services. Call 01392 383611 or email governor@devon.gov.uk for booking information or complete a form in the “Devon Governor” magazine.