

Notice of Meeting and Agenda

Renfrewshire Council Joint Negotiating Committee for Teaching Staff

Date	Time	Venue
Tuesday, 01 September 2020	14:00	Teams Meeting,

KENNETH GRAHAM
Head of Corporate Governance

Representing Renfrewshire Council Management

Provost L Cameron; Councillor J Paterson; G McKinlay, Head of Schools (Joint Secretary); J Calder, Head of Service (Curriculum and Quality); M A Renfrew, Head Teacher, Trinity High School; H Paterson, Head Teacher, Heriot Primary School; J Colquhoun, Education Manager (Development); A Hall, Education Manager (Development); M Thomas, Education Manager (Development); and L Mullin, Principal HR and OD Adviser (Finance & Resources).

Representing Renfrewshire Council Teaching Staff

K Fella (Joint Secretary), J Welsh, C Carson, A Howie, Y Murray, D Tollan and JP Tonner (all EIS); S Dargie (SSTA); L Gibson (NASUWT); tbc (Voice); and S McCrossan (Adviser to the Teachers' side).

Further Information

This meeting is held in private and is not open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting, online at <http://renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx>
For further information, please email democratic-services@renfrewshire.gov.uk

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

1 Appointment of Chairperson

Consider the appointment of a Chairperson for this meeting.

2 Minute of Previous Meeting 5 - 14

Minute of previous meeting held on 2 June 2020.

3 Absence Statistics - Quarter 4 of 2019/2020 15 - 22

Report by Director of Finance and Resources.

4 Amendment to School Holiday Arrangements School Session 2020/2021 23 - 30

Report by Joint Secretary (Management Side).

5 School Holiday Arrangements School Session 2021/22 31 - 40

Report by Joint Secretary (Management Side).

6 Responding to the Pandemic and Reopening Schools 41 - 42

Report by Joint Secretary (Management Side).

7 Digital School: Primary 43 - 44

Report by Head of Service (Curriculum and Quality).

8 Covid Health and Safety 45 - 46

Report by Joint Secretary (Teachers' Side).

9 Working Time Agreements 47 - 48

Report by Joint Secretary (Teachers' Side).

10 Date of Next Meeting

Note that the next meeting will be held on 10 November 2020.

Minute of Meeting

Renfrewshire Council Joint Negotiating Committee for Teaching Staff

Date	Time	Venue
Tuesday, 02 June 2020	14:00	Skype Meeting,

Representing Renfrewshire Council Management

Councillor Paterson; G McKinlay, Head of Schools, J Calder, Head of Service (Curriculum and Quality), J Colquhoun, Education Manager (Development), A Hall, Education Manager (Development), M A Renfrew, Head Teacher, Trinity High School, and M Thomas, Education Manager (Development) (all Children's Services); and L Mullin, Principal HR & OD Advisor (Finance & Resources).

Representing Renfrewshire Council Teaching Staff

K Fella, C Carson, A Howie, JP Tonner and J Welsh (all EIS); S Dargie (SSTA); L Gibson (NASUWT); and S McCrossan (Adviser to Teachers' Side).

In Attendance

S Fanning, Principal HR & OD Adviser, and T Slater, Senior Committee Services Officer (both Finance & Resources).

Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

1 Appointment of Chairperson

In accordance with the terms of the local recognition and procedure agreement, which stated that the Chair of the Committee should alternate between the two sides comprising the Renfrewshire Council Joint Negotiating Committee for Teaching Staff, J Welsh was due to Chair the meeting. It was proposed by Mr Welsh that, due to his familiarity with chairing remote meetings, Councillor Paterson chair this meeting of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff which incorporated the Annual General Meeting. This was agreed.

DECIDED: That Councillor Paterson chair this meeting of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff which incorporated the Annual General Meeting.

2 Minute of Previous Meeting

There was submitted the Minute of meeting held on 28 January 2020.

DECIDED: That the Minute be approved.

3 Membership of the Joint Negotiating Committee for Teachers 2020/21

There was submitted a report by the Joint Secretaries relative to the membership of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff for 2020/21. It was noted that the membership of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff would be:-

Management Side:

Councillor Jim Paterson (Joint Chair)

Provost Lorraine Cameron

Gordon McKinlay, Head of Schools (Joint Secretary)

Julie Calder, Head of Service (Curriculum and Quality)

Hilary Paterson, Head Teacher, Heriot Primary School

Margaret Ann Renfrew, Head Teacher, Trinity High School

Linda Mullin, Principal HR and OD Adviser

Amilia Hall, Education Manager

Mairi Thomas, Education Manager

Julie Colquhoun, Education Manager

Teachers' Side:

Kenny Fella (EIS) (Joint Secretary)

John Welsh (EIS) (Joint Chair)

John Paul Tonner (EIS)

Angela Howie (EIS)

Craig Carson (EIS)

Dominic Tollan (EIS)

Yasmin Murray (EIS)

Sarah Dargie (SSTA)

Linda Gibson (NASUWT)

To be confirmed (Voice)

It was noted that Paula Quinn (EIS) and Allan Newton (NASUWT) had been nominated as substitute members for the teachers' side.

It was noted that Stephen McCrossan, EIS Area Officer had been nominated as the Adviser to the teachers' side.

Councillor J Paterson was nominated as Chair of the management side and John Welsh was nominated as Chair of the teachers' side. There being no other nominations, Councillor Paterson and John Welsh were appointed as Joint Chairs of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff.

K Fella was nominated as Joint Secretary for the teachers' side and G McKinlay was nominated as Joint Secretary for the management side. There being no other nominations, K Fella and G McKinlay were appointed as Joint Secretaries of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff.

DECIDED:

(a) That the membership of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff be noted; and

(b) That the appointment of Councillor Paterson and John Welsh as Joint Chairs, and K Fella and G McKinlay as Joint Secretaries of the Renfrewshire Council Joint Negotiating Committee for Teaching Staff be agreed.

4 Annual Report Session 2019/20

There was submitted a report by the Joint Secretaries relative to the annual report 2019/20.

The report intimated that in the period covered by the annual report, three meetings of the Committee had taken place, with two being cancelled as a result of the Covid-19 pandemic.

The appendix to the report detailed the membership, the reports agreed by the Committee and discussions held across the year on key matters, including staffing in relation to the Scottish Attainment Challenge and Pupil Equity Fund; early years expansion; teacher workload; tackling bureaucracy; devolved school management/school empowerment and working time agreements.

The report intimated that the JNC/JNC sub groups would continue to take forward issues which were included in the items of ongoing work including teacher workload; supporting attendance; discipline and grievance; professional review and development; risk assessment/health and safety; specific duties and job remits; consultation on school holiday pattern; and equalities issues.

DECIDED:

(a) That the content of the report and appendix be noted; and

(b) That it be agreed that the annual report be circulated to all education establishments.

5(a) SNCT 20/74: Emergency Provision - Coronavirus Covid-19

There was submitted a report by the Joint Secretary (Management Side) relative to the emergency provision for the continuity of education following the closure of schools as a result of the Covid-19 pandemic.

SNCT Circular 20/74, which was issued on 13 March 2020, was appended to the report. The circular outlined the key principles that had been agreed to assist in maintaining educational continuity during this time. These effected temporary variations from the conditions of service contained within the SNCT Handbook which had been brought into immediate effect as directed by local authorities.

The Joint Secretary (Management Side) acknowledged the outstanding commitment, energy and resolve of teachers and other school-based staff across Renfrewshire and expressed the gratitude of the management side for this.

The Chair added his thanks to teachers and support staff for their hard work at this time.

DECIDED: That the contents of the report be noted.

5(b) SNCT 20/75: School Closures

There was submitted a report by the Joint Secretary (Management Side) relative to the critical provision put in place to protect vulnerable children and ensure that children of key workers had continuing access to all-age learning and childcare during the Covid-19 crisis.

SNCT Circular 20/75, which was issued on 26 March 2020, was appended to the report. The circular noted that the SNCT recognised that teachers and associated professionals may be asked to volunteer to undertake duties not defined in contracts of employment while engaged in schools or educational establishments that remained open to vulnerable children or those of key workers. The circular also highlighted details of payment for teachers on temporary contracts and arrangements for those undertaking acting up duties, along with support for vulnerable staff and those with underlying health conditions.

The report highlighted management's acknowledgement and thanks to all staff who had volunteered to work in one of the emergency hub establishments to support and care for the children of key workers and vulnerable families.

DECIDED: That the contents of the report be noted.

6(a) JS/20/77: Workload Review

There was submitted a report by the Joint Secretary (Management Side) relative to a letter from the SNCT Joint Secretaries (JS/20/77) on workload review. It was noted that, although the letter was uploaded to the SNCT website on 28 February 2020, notification was only received on 12 May 2020.

The letter highlighted the key provisions already contained in the SNCT Handbook which should be considered as part of ongoing work on tackling teacher workload and excessive bureaucracy. The letter also requested information on how the two additional in-service days in 2019/20 were used to allow schools time to focus on the key issues such as workload, additional support and empowering schools, however, as result of the Covid-19 pandemic, this request was not completed by the due date of 3 April 2020.

It was agreed that this was a significant issue and that the Management and Teachers' side would continue to work together to address the challenges of teacher workload and bureaucracy.

DECIDED: That the contents of the report be noted.

6(b) JS/20/78: Supply Teacher Job Retention Payment

There was submitted a report by the Joint Secretary (Management Side) relative to a letter, issued on 3 April 2020 from the SNCT Joint Secretaries (JS/20/78), on the supply teacher job retention payment for teachers not in a contract as at 20 March 2020. This was to ensure that there would be no detriment in pay arrangements for staff during the period of school closure as a result of the Covid-19 crisis.

The report advised that these payments had been implemented by Renfrewshire Council.

DECIDED: That the contents of the report be noted.

6(c) JS/20/79: Advice on Working Time Agreements Session 2020/21

There was submitted a report by the Joint Secretary (Management Side) relative to a letter, issued on 12 May 2020 from the SNCT Joint Secretaries (JS/20/79), recommending that LNCTs consider deferring negotiations on working time agreements at this time, pending strategic advice from the Covid-19 Education Recovery Group and in light of practical restrictions created by the current Covid-19 Crisis.

The letter also highlighted that, given the current situation, any working time agreements for next session agreed in May/June should be considered indicative at this stage. It was noted that advice would be issued to all schools regarding the flexibility in agreeing working time agreements which may be reviewed during academic session 2020/21.

DECIDED:

(a) That the contents of the report be noted; and

(b) That working time agreements be agreed in line with the guidance outlined in the report.

7 Supporting our Newly Qualified Teachers - Current Session and Session 2020/21

There was submitted a report by the Joint Secretary (Management Side) relative to support provided to newly qualified teachers (NQTs).

The report advised that, as a result of the decision to close all schools and early learning establishments on 20 March 2020 due to the Covid-19 crisis, the current cohort of NQTs had missed their final term in front of their classes and those due to join the Teacher Induction Scheme in August 2020 had missed their final term at university. Both cohorts were, understandably, anxious about the potential impact of this on their progress.

The report highlighted that Renfrewshire Council had always had a strong programme of support for its probationary teachers, which included a comprehensive induction programme, initial school visit and a series of professional learning opportunities throughout the year. The programme was evaluated and revised each year, taking cognisance of feedback from the NQTs and headteachers. In addition, a seconded part-time Development Officer provided bespoke support for individual NQTs as required. Evaluations of the programme were always extremely positive with the vast majority of NQTs reporting that they felt very well supported to carry out their role and almost all attained a 'satisfactory' outcome in their final profile submission to the GTCS.

Renfrewshire Council was committed to supporting both cohorts of NQTs during these challenging times to reach the best possible outcome and a list of supports being provided were detailed in the appendix to the report.

DECIDED: That the ongoing and planned support for Renfrewshire Council's NQTs during this period of uncertainty and significant challenge, be noted.

8 Professional Review and Development & Professional Update Guidance (Revised)

There was submitted a report by the Joint Secretaries relative to the revised Renfrewshire Professional Review and Development & Professional Update Guidance, attached as an appendix to the report. The Guidance had been revised following the publication, in 2019, of the GTCS guidance 'Unlocking the Potential of Professional Review and Development'.

The revised guidance was revalidated by the GTCS on 27 January 2020. The Revalidation panel acknowledged the strong partnership with professional associations to enhance policy and practice. However, highlighted that the revised agreement required endorsement by the LNCT. It was anticipated that this process would be concluded by 30 June 2020 and the GTCS would be advised of progress accordingly.

DECIDED: That the Renfrewshire Professional Review and Development & Professional Update Guidance, attached as an appendix to the report, be approved.

9 Covid-19 Recovery

There was submitted a report by the Joint Secretary (Teachers' Side) relative to the recovery process following the Covid-19 pandemic.

The report advised that the Scottish Government's Education Recovery Group was charged with providing recommendations to support the re-opening of schools after enforced closure due to the lockdown related to the control of Covid-19. The report also highlighted that the EIS was clear that certain protocols must be put in place before the re-opening of schools in Renfrewshire in order to protect the health and safety of staff, pupils and parents. This would include a test, trace and tracking regime, robust cleaning and hygiene regimes, clear and consistent guidelines for movement within school buildings and meaningful social distancing measures.

The Joint Secretary (Teachers' Side) requested ongoing meaningful dialogue between the Management and Teachers' Side to facilitate an agreed way forward to allow Renfrewshire schools to reopen in a way that maximised the health and safety of all involved in the delivery of educational provision within schools.

The Joint Secretary (Teachers' Side) advised that, although he was having ongoing discussions with the Management Side and attending Health and Safety Committees, some information had been issued to teachers that he had not been aware of and he felt that having sight of this would assist him in providing support to teachers. Concerns in relation to risk assessments prior to teachers' returning to schools were also raised.

The Joint Secretary (Management Side) gave an assurance to work with the Teachers' Side to resolve any disconnect in relation to the dissemination of information and in relation to any issues that they felt were not being addressed. In relation to risk assessments, the Principle HR and OD Adviser confirmed that Risk Assessments would always be shared, and trade union input was welcomed. Assurance was also given that statutory Health and Safety provisions remained in place during school closures and there had been no relaxation in Health and Safety testing during this time.

DECIDED: That ongoing dialogue would continue between the Management and Teachers' Side to facilitate an agreed way forward to allow Renfrewshire schools to reopen in a way that maximised the health and safety of all involved in the delivery of educational provision within schools.

10 Covid-19 Survey

There was submitted a report by the Joint Secretary (Teachers' Side) relative to the recently published results of a survey which was issued to elicit teacher concerns around Covid-19 and the reopening of schools.

The report advised that over 26,000 EIS members had responded to the online survey and the responses identified the difficulties and challenges to education provision presented by the Covid-19 pandemic.

The Joint Secretary (Teachers' Side) highlighted that the main concerns, which had already been discussed by the Committee, related to health & safety and health & wellbeing issues.

The Joint Secretary (Management Side) welcomed the survey, noted the concerns and confirmed that this would inform further discussions on the reopening of schools in Renfrewshire.

DECIDED: That the results of the national survey and the local survey conducted within Renfrewshire be utilised to inform future discussions around the reopening of schools in Renfrewshire.

11 Reopening of Schools and Early Learning Centres

There was submitted a report by the Joint Secretary (Management Side) relative to the reopening of schools and early learning centres which had been closed as a result of the Covid-19 pandemic.

The report advised that all schools and early learning centres has been closed on 20 March 2020 as a result of restriction put in place in order to respond to the Covid-19 pandemic. Although most buildings had been closed, learning had continued from home with staff engaging remotely with children and young people. In addition, emergency childcare provision had been established for the children of key workers and vulnerable families.

On 21 May 2020, the First Minister published a road map for recovery which indicated the intention to reopen schools and early learning centres. Provided the country continued to make progress in dealing with Covid-19, schools would reopen from 11 August 2020 through a blended approach of learning at home and in school. Early learning centres would start to reopen in June and throughout the summer.

The report highlighted that planning would be underpinned by an evidence-based framework taking account of national guidance as well as enabling establishments to devise their own individual recovery plans, based on the specific circumstances they operated within.

It was recognised that significant discussion and engagement would be required to ensure support was in place for childcare requirements for staff and for those who were unable to return to school buildings due to underlying health conditions.

An extensive parental survey had been undertaken with hundreds of responses being received and responded to. The experiences of neighbouring local authorities across the West Partnership, together with case studies from other countries such as Denmark would also allow best practice to be shared and developed in our own context.

DECIDED: That the content of the report be noted, and it be agreed that there would be full engagement with the JNC in relation to the planning for the reopening of schools and early learning centres.

12 Dates of Future Meetings Session 2020/21

There was submitted a report by Joint Secretaries relative to the following dates of agreed future meetings of this Committee from September 2020 to June 2021:-

1 September 2020

10 November 2020

9 February 2021

23 March 2021

27 April 2021

8 June 2021 (including Annual General Meeting)

It was noted that all meetings are held on a Tuesday at 2.00pm.

DECIDED: That the schedule of meetings for session 2020/21 be noted.

Renfrewshire Joint Negotiating Committee for Teachers

To: Renfrewshire Joint Negotiating Committee for Teachers

On: 1st September 2020

Report by: Director of Finance and Resources

Heading: Absence Statistics – Quarter 4 of 2019/2020

1. Summary

- 1.1 The purpose of this report is to advise the Joint Negotiating Committee for Teachers of the absence statistics for the period 1 January to 31st March 2020. The report details the absence statistics by service and by category of staff.
- 1.2 The report provides information in relation to absence targets and how services have performed against them. An analysis of the reasons for absence has also been compiled and details are included within the report. Information is also provided on supporting attendance activity.

2. Recommendations

- 2.1 It is recommended that the Joint Negotiating Committee for Teachers notes the content of this report.

3. Background

- 3.1 The Scrutiny Board agreed that absence levels will be reported on a quarterly basis. It was agreed that the report will include the following information relating to supporting attendance: -
- Absence statistics broken down by service and category of staff.
 - Reasons for absence broken down by service and category of staff.
 - Progress made by services in relation to their supporting attendance action plans.

4. Absence Statistics

- 4.1 Service and Council overall absence performance from quarters ending March 2018 to March 2020 is detailed in the table below. In line with the reporting requirements for Scottish Councils, absence is expressed as a number of work days lost per full time equivalent (FTE) employee.

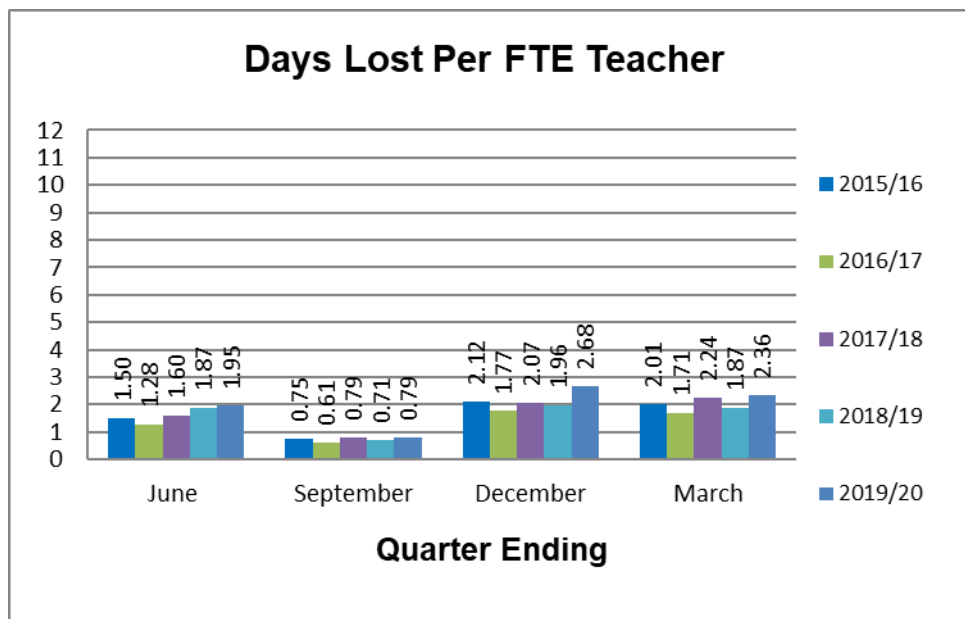
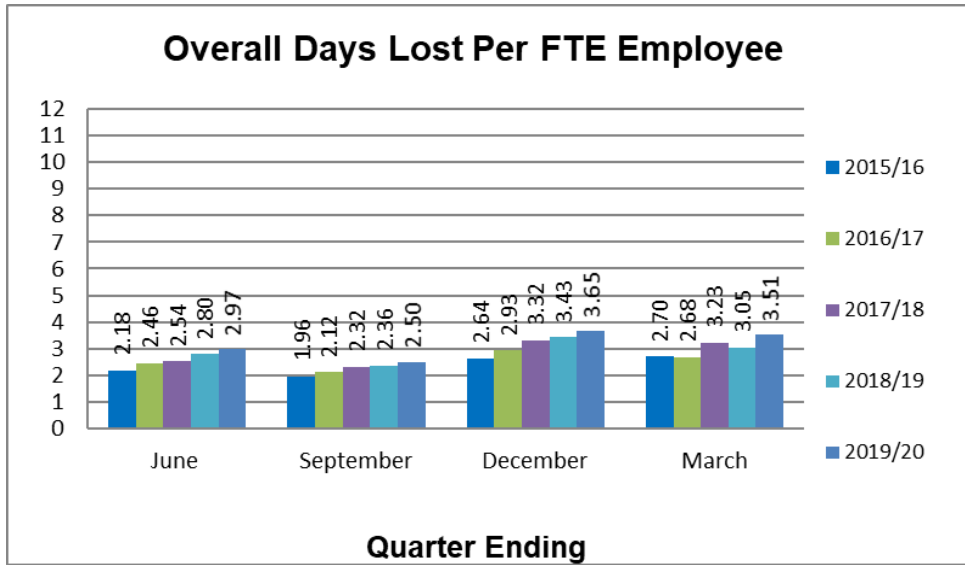
Service/Area	Quarter Ending March 2018	Quarter Ending June 2018	Quarter Ending Sept. 2018	Quarter Ending Dec. 2018	Quarter Ending March 2019	Quarter Ending June 2019	Quarter Ending Sept. 2019	Quarter Ending Dec. 2019	Quarter Ending March 2020
Chief Executive's Services	2.78	1.57	1.05	2.18	2.12	2.6	1.46	2.05	2.15
Children's Services	2.71	2.13	1.29	2.97	2.78	2.56	1.64	3.32	2.94
Environment & Infrastructure	4.49	3.75	3.18	4.51	3.53	3.22	3.29	4.86	5.08
Finance and Resources	2.59	2.56	2.62	2.78	2.42	2.49	2.10	2.56	2.79
Communities, Housing and Planning	1.88	2.04	2.72	2.61	2.36	2.55	2.88	3.69	2.63
Health and Social Care Partnership	4.34	4.02	4.64	4.64	4.13	4.64	4.61	4.39	4.44
Council Overall	3.23	2.80	2.36	3.43	3.05	2.97	2.50	3.65	3.51
Council Overall Targets	2.69	1.79	1.79	2.69	2.69	2.40	2.10	2.80	2.60

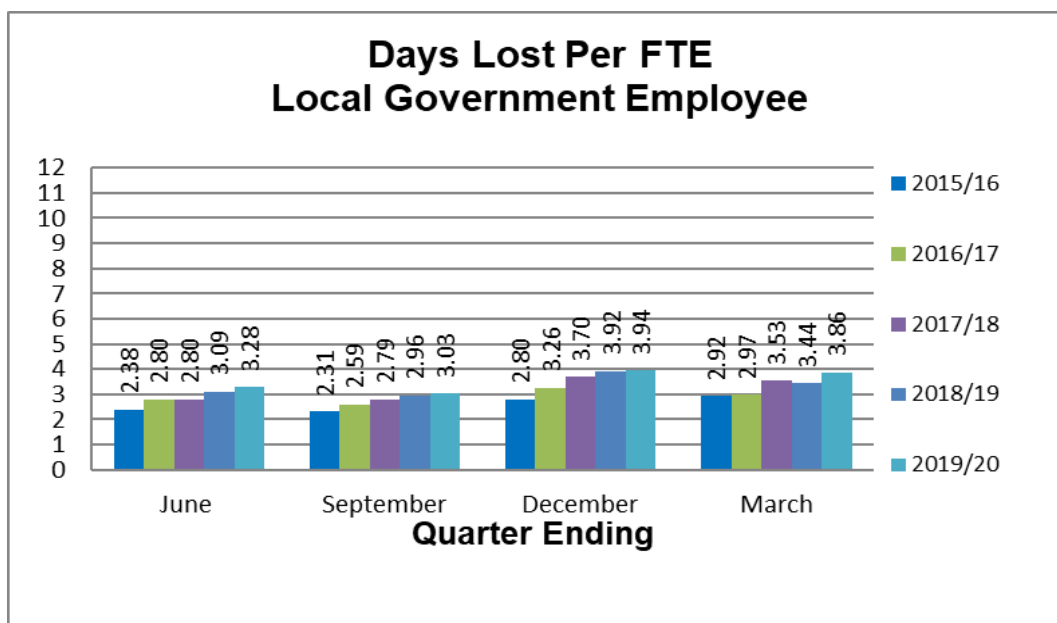
5. Analysis and Trends – Quarter Ending March 2020

- 5.1 Council overall absence performance in work days lost per FTE employee from March 2018 to March 2020 compared to the previous year is as follows: -

Quarter ending	Days lost per FTE	Quarter ending	Days lost per FTE	Variance
March 2018	3.23	March 2019	3.05	-0.18
June 2018	2.80	June 2019	2.97	+0.17
September 2018	2.36	September 2019	2.50	+0.14
December 2018	3.43	December 2019	3.65	+0.22
March 2019	3.05	March 2020	3.51	+0.46

- 5.2 The following tables detail the work days lost due to absence by employee category for the quarter ending March 2020 namely: overall, teachers and local government employees.





6. Absence Targets Analysis – Quarter Ending March 2020

- 6.1 The Council has recorded an overall absence rate of 3.51 days lost per FTE employee, which is 0.91 days **above** the target figure of 2.60 days.
- 6.2 In addition, the Teacher absence level of 2.36 days lost per FTE employee is 0.06 days **above** the target of 2.30 days.
- 6.3 Local Government employee absence level of 3.86 days lost per FTE employee is 1.94 days **above** the target of 1.92 days.

7. Reasons for Absence Overview and Related Interventions

- 7.1 The illness categories with the highest level of absence, compared to the same quarter in the previous year are as follows:

Quarter ending	Illness categories
March 2019	Psychological (non-work related) Musculoskeletal and Joint Disorders
March 2020	Psychological (non-work related) Musculoskeletal and Joint Disorders

- 7.2 To address Psychological (non-work related) absences the Council provide a range of support services that employees can be referred to at an early stage for assistance, such as the Council's Occupational Health Service and the Time for Talking employee counselling service.
- 7.3 Through the Occupational Health Service access can be provided to Cognitive Behavioural Therapy for more complex psychological issues. The Time for

Talking counselling service can provide confidential support to employees with a range of personal health and well-being issues. It operates a flexible approach to appointments offering telephone consultations in the early mornings or evenings as well as throughout the day and face to face sessions at their offices in Paisley.

7.4 Over the reporting period, 67 cases were supported by the Time for Talking counselling service.

7.5 The presenting issues to the counselling service over the period were;

Issue type	Number of cases
Personal	
Loss/Bereavement	6
Stress/anxiety/panic	12
Depression/Self-worth	12
Family Relationships	17
Health	2
Work & Personal	
Stress/anxiety	9
Traumatic incident/ PTSD	2
Work related	
Demands (Workload/Stress/Anxiety/Depression)	1
Role (Understanding of)	1
Other	
Miscellaneous	5

7.6 If an employee suggests to their manager that they are experiencing Psychological (non-work related) issues, then they should be given time to speak to a Mental Health First Aider and also provided with the Time for Talking counselling service information.

7.7 If an employee suggested that the stress is work related, a stress risk assessment should be undertaken to identify the perceived issues and an action plan agreed to try and resolve the issue. This can be undertaken at a local level or with the specialist support from HR and OD.

7.8 During the period January to March there were 905 appointments to the Occupational Health service, this includes health surveillance, management referrals and wellbeing referrals.

7.9 The Council continues to deliver Mindfulness Courses and Scottish Mental Health First Aider courses to raise awareness of mental health issues and provide support.

- 7.10 HR and OD are working with the counselling service to provide other types of training which can be delivered, for example personal resilience. There are also Council policies, guidance and training to assist managers and employees that are specific to stress related issues. There are some well-being courses available on the iLearn system that anyone can access.
- 7.11 HR and OD continue to promote the NHS Choose Life Team, who offer safeTalk and ASIST on suicide awareness and prevention. There is also continued work with NHS colleagues to promote the “Doing Well” service which helps people with depression and low moods.
- 7.12 Specialised PTSD counselling sessions were offered to employees who were operating the COVID support lines during March.
- 7.13 In relation to addressing musculoskeletal and joint disorders the Council offers a Physiotherapy service through the Council’s Occupational Health Service however as part of the Covid measures, the service was temporarily suspended in line with UK Government guidance.
- 7.14 As part of the Council’s Health and Safety Management system, occupations which include manual handling activities as part of the role require task risk assessments. These risk assessments are reviewed on an ongoing basis to ensure that safe working practices are maintained.
- 7.15 HR and OD continue to investigate the practical options for further training and interventions available that may reduce the impact of musculoskeletal and joint disorders.

8. Supporting Attendance Activity

- 8.1 Recent and planned actions to improve absence performance include the following: -
- HR and OD continue to work closely with service management teams on supporting attendance activity. In December 2019 a specialist Supporting Attendance Team was established in HR and OD to work in partnership with services and increase focus on employee health, well-being and attendance at work.
 - HR and OD proactively contact and support managers who have absence cases of 2 to 4 weeks in duration, to monitor action taken to date and proposed next steps. This approach has been very successful in assisting and supporting employees back to work, particularly those who have been on restricted duties.
 - Within the Renfrewshire Health and Social Care Partnership, both the Council and NHS HR teams have presented statistics and held interactive sessions

that allowed managers the opportunity to discuss and share good practice. Further training has taken place with the operational managers.

- A review of the current supporting attendance policies covering all employees, including teachers continues. Meetings have taken place with the respective Trade Unions to ensure this is a fully collaborative process.
- Ongoing health promotion activities aimed at raising employee awareness of health issues continue.
- HR and OD are currently revising the supporting attendance training for managers and employees.
- HR and OD and the Business World Team are working to improve the absence information available to managers, and to streamline supporting attendance related processes to facilitate prompt absence reporting, recording and updating of relevant systems. Early intervention reminders are also displayed for managers on Business World when inputting sickness absence.
- Meetings continue with Directors and their management teams to discuss their service's supporting attendance performance.
- HR and OD continue to work closely with the absence champions for every service and identified link officers for supporting attendance issues in Environment and Infrastructure and Renfrewshire Health and Social Care Partnership. This is to help develop supportive strategies and interventions that will enable employees to be supported back to work.

Implications of this Report

- 1 **Financial Implications** - Improvement in attendance impacts on the financial costs of absence.
- 2 **HR and Organisational Development Implications** - HR and Organisational Development Practitioners will continue to work with service managers and consult with the Trade Unions, on the implementation of the Supporting Attendance at Work Policy and Guidance and initiatives detailed in this report.
- 3 **Community Planning**

Children and Young People - none.

Jobs and the Economy - none.

Community care, health and wellbeing - provides for continuous improvement in health and attendance.

Safer and Stronger - provides for improved service performance across the Council.

Greener - none.

Empowering our Communities - none.

4 **Legal Implications** - none.

5 **Property/Asset Implications** - none.

6 **Information Technology Implications** - none.

7 **Equality and Human Rights Implications** - none.

8 **Health and Safety Implications** - it is integral to the Council's aim of securing the health and well-being of employees.

9 **Procurement Implications** - none.

10 **Risk Implications** - Without continued effective supporting attendance focus, there is a risk that sickness absence levels will adversely impact on the Council both financially and in terms of service delivery. Consequently, supporting attendance activities are monitored via the Corporate Risk Register.

11 **Privacy Impact Implications** - none.

12. **Cosla Policy Position** – none

13. **Climate Risk** - none

List of Background Papers - none.

The contact officer within the service is Steven Fanning, Principal HR and OD Adviser, telephone 0141 618 7284, e-mail steven.fanning@renfrewshire.gov.uk

Author: Steven Fanning, Principal HR and OD Adviser,
Finance and Resources,
telephone 0141 618 7284,
e-mail steven.fanning@renfrewshire.gov.uk

Renfrewshire Joint Negotiating Committee for Teachers

To: Renfrewshire Joint Negotiating Committee for Teachers

On: 1 September 2020

**Report by
Head of Schools**

Amendment to School Holiday Arrangements School Session 2020/21

1. Background

- 1.1. Following the COVID-19 pandemic the Scottish Government Guidance Document “The Strategic Framework for the Reopening of Schools and ELC Provision” confirms that the start date of the new term is standardised to 11 August 2020, across all council’s in Scotland on an exceptional basis for the purposes of managing COVID-19. This required LNCTs to take decisions regarding the calendar of school holidays for session 2020/2021.
- 1.2. In line with consultation arrangements, staff, parent councils, pupil councils, teaching and other trade unions were circulated the proposed arrangements for consideration.
- 1.3. These arrangements required teachers to return to work on Monday 10 August, with 10 August and 11 August allocated to in-service days with pupils returning to school on Wednesday 12 August. The additional two days worked in August will be moved to the Christmas break with schools stopping on Friday 18 December 2020 instead of Tuesday 22 December 2020.
- 1.4. The education and children’s services policy board agreed the recommendation at its meeting on 20 August 2020.

2. Recommendation

- 2.1. JNC is asked to note the outcome of the recent consultation.



To: Education and Children's Services Policy Board

On: Thursday 20 August 2020

Report by: Director of Children's Services

Heading: Amendment to Agreed School Holiday Arrangements School Session 2020/2021

1. Summary

- 1.1. The Education and Children's Services Policy Board is asked to approve the amendment to the pattern of school holiday arrangements for the school session beginning August 2020.
 - 1.2. Following the COVID-19 Pandemic the Scottish Government Guidance Document "The Strategic Framework for the Reopening of Schools and ELC Provision" confirms that the start date of the new term is standardised to 11 August 2020, across all council's in Scotland on an exceptional basis for the purposes of managing COVID-19. This requires LNCTs to take decisions regarding the calendar of school holidays for session 2020/2021.
 - 1.3. In line with consultation arrangements, staff, parent councils, pupil councils, teaching and other trade unions were circulated the proposed arrangements for consideration.
 - 1.4. These arrangements require teachers to return to work on Monday 10 August, with 10 August and 11 August allocated to in-service days with pupils returning to school on Wednesday 12 August. The additional two days worked in August will be moved to the Christmas break with schools stopping on Friday 18 December 2020 instead of Tuesday 22 December 2020.
 - 1.5. The majority of consultees voted in favour of the amendment detailed in appendix 1 to this report. Appendix 2 is a summary of consultation responses.
-

2. Recommendations

- 2.1. Members of the Education and Children's Services Policy Board are asked to note the revised school holiday arrangements for academic year 2020/2021 in line with appendix 1 to this report.
-

3. Background

- 3.1. Each year the Education and Children's Services Policy Board is asked to determine a framework for school holiday arrangements for the session beginning in August of the following year.
- 3.2. The Scottish Government Guidance Document "The Strategic Framework for the Reopening of Schools and ELC Provision" confirms that the start date of the new term is standardised to 11 August 2020, across all council's in Scotland on an exceptional basis for the purposes of managing COVID-19. This requires LNCTs to take decisions regarding the calendar of school holidays for session 2020/2021.
- 3.3. Consultation has taken place with staff, parent councils, pupil councils, teaching and other trade unions for consideration on the proposal as detailed in Appendix 1.

Implications of this report

1. Financial Implications

None.

2. HR and Organisational Development Implications

None.

3. Community Plan/Council Plan Implications

None.

4. Legal Implications

None.

5. Property/Assets Implications

None.

6. Information Technology Implications

None.

7. Equality and Human Rights Implications

The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights.

No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. Health and Safety Implications

None.

9. Procurement Implications

None.

10. Risk Implications

None.

11. Privacy Impact

None.

12. Cosla Policy Position

None.

13. Climate Risk

None.

List of Background Papers

(a) Background Paper 1: Proposed School Holiday Arrangements – 2020/2021

The foregoing background papers will be retained within children's services for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is (Laura Baillie, Resources Support Manager, 0141 618 7185, laura.baillie@renfrewshire.gov.uk)

*Children's Services
GM/LB
1 July 2020*

Author: Laura Baillie, Resources Support Manager, 0141 618 7185,
laura.baillie@renfrewshire.gov.uk

Renfrewshire Council			Appendix 1
Agreed School Holiday Arrangements - Amended June 2020			2 in-service days on return in August
			1 Day St Andrews Day
			Finish Friday 18 December 2020
			2 Day February Break
			1 day End of May
2020/2021			Finish Friday 25 June 2021
Option A			In-Service Days After Holidays (Except for August)
Term	Break	Dates of Attendance	
First		In-Service Day - Closed for Pupils Only	Monday 10 August 2020 (IS)
		In-Service Day - Closed for Pupils Only	Tuesday 11 August 2020 (IS)
		Schools Re-Open	Wednesday 12 August 2020
	Local Holiday/Closed	Schools Closed	Friday 25 September 2020
		Schools Closed	Monday 28 September 2020
		Schools Re-Open	Tuesday 29 September 2020
	Mid Term	Schools Closed	Monday 12 October 2020
		Schools Closed	Tuesday 13 October 2020
		Schools Closed	Wednesday 14 October 2020
		Schools Closed	Thursday 15 October 2020
		Schools Closed	Friday 16 October 2020
		In-Service Day - Closed for Pupils Only	Monday 19 October 2020 (IS)
		Schools Re-Open	Tuesday 20 October 2020
	St Andrew's Day	Schools Closed	Monday 30 November 2020
		Schools Re-open	Tuesday 1 December 2020
	Christmas	Schools Closed	Monday 21 December 2020
		Schools Closed	Tuesday 22 December 2020
	Second	Schools Closed	Wednesday 23 December 2020
		Schools Closed	Thursday 24 December 2020
		Schools Closed	Friday 25 December 2020
		Schools Closed	Monday 28 December 2020
		Schools Closed	Tuesday 29 December 2020
		Schools Closed	Wednesday 30 December 2020
		Schools Closed	Thursday 31 December 2020
		Schools Closed	Friday 1 January 2021
		Schools Closed	Monday 4 January 2021
		Schools Closed	Tuesday 5 January 2021
		Schools Re-Open	Wednesday 6 January 2021
Mid-Term		Schools Closed	Monday 8 February 2021
		Schools Closed	Tuesday 9 February 2021
		In-Service Day - Closed for Pupils Only	Wednesday 10 February 2021 (IS)
		Schools Re-Open	Thursday 11 February 2021
Spring		Schools Closed	Friday 2 April 2021
	Schools Closed	Monday 5 April 2021	
	Schools Closed	Tuesday 6 April 2021	
	Schools Closed	Wednesday 7 April 2021	
	Schools Closed	Thursday 8 April 2021	
	Schools Closed	Friday 9 April 2021	
	Schools Closed	Monday 12 April 2021	
	Schools Closed	Tuesday 13 April 2021	
	Schools Closed	Wednesday 14 April 2021	
	Schools Closed	Thursday 15 April 2021	
	Schools Closed	Friday 16 April 2021	
	Schools Re-Open	Monday 19 April 2021	
Third	May Day	Schools Closed	Monday 3 May 2021
		In-Service Day - Closed for Pupils Only	Tuesday 4 May 2021 (IS)
		Schools Re-Open	Wednesday 5 May 2021
	Local Holiday/Closed	Schools Closed	Monday 31 May 2021
		Schools Re-Open	Tuesday 1 June 2021
	End of session	Schools Closed	Monday 28 June 2021
		Teachers Return - Thursday 12 August 2021	
		(IS) - In-Service Day	
In-Service Days	(Only Staff Attend on these days - No Pupils)		
	Monday	10/08/20	
	Tuesday	11/08/20	
	Monday	19/10/20	
	Wednesday	10/02/21	
	Tuesday	04/05/21	

APPENDIX 2						
Secondary schools	Yes			No		
	School Council	Parent Council	Pupil Council	School Council	Parent Council	Pupil Council
Castlehead High School	Yes					
Gleniffer High School	Yes	Yes				
Gryffe High School	Yes	Yes	Yes			
Johnstone High School	Yes	Yes	Yes			
Linwood High School				No		
Paisley Grammar	Yes					
Park Mains High School	Yes					
Renfrew High School						
St Andrew's Academy	Yes					
St Benedict's High School	Yes	yes	yes			
Trinity High School	Yes			No		
TOTAL						
Primary schools						
Arkleston Primary School						
Auchenlodment Primary School - Nursery						
Bargarran Primary School+A60	yes	yes	yes			
Barsall Primary School						
Bishopton Primary School						
Brediland Primary School						
Bridge of Weir Primary School - Nursery						
Bushes Primary School - Nursery						
Cochrane Castle Primary School				no	no	no
East Fulton Primary School - Nursery	yes	yes	yes			
Fordbank Primary School	Yes	Yes				
Gallowhill Primary School - Nursery						
Glencoats Primary School						
Heriot Primary School - Nursery	Yes					
Houston Primary School - Nursery						
Howwood Primary School						
Inchinnan Primary School	Yes	Yes	Yes			
Kilbarchan Primary School						
Kirklandneuk Primary School	Yes			No		
Langbank Primary School	Yes	Yes	Yes			
Langcraigs Primary School	yes	yes				
Lochfield Primary School	Yes	Yes	Yes			
Lochwinnoch Primary School - Nursery						
Mossvale Primary School - SA Nursery		Yes		No		
Newmains Primary School						
Our Lady of Peace Primary School - Nursery	Yes					
Ralston Primary School - Nursery	yes	yes	yes			
Rashlelea Primary School						
St Anne's Primary School - Nursery						
St Anthony's Primary School	Yes	Yes	Yes			
St Catherine's Primary School - Nursery	Yes	Yes	Yes			
St Charles' Primary School - Nursery	Yes	Yes	Yes			
St David's Primary School		Yes	Yes	No		
St Fergus' Primary School	Yes	Yes	Yes			
St Fillan's Primary School	Yes			No		
St James' Primary School (Paisley)						
St James' Primary School (Renfrew)	Yes	Yes	Yes			
St John Bosco Primary School - SA Nursery	Yes	Yes	Yes			
St John Ogilvie Primary School						
St Margaret's Primary School - SA Nursery						
St Mary's Primary School - Nursery						
St Paul's Primary School						
St Peter's Primary School - Nursery						
Thorn Primary School						
Todholm Primary School - Nursery	Yes	Yes	Yes			
Wallace Primary School - Nursery						
West Primary School	Yes	Yes	Yes			
Williamsburgh Primary School - SA Nursery	yes		yes	no		
Woodlands Primary School	Yes	Yes				
ASN schools						
Riverbrae						
Mary Russell School	Yes					
Early Learning and Childcare Centres						
Douglas Street ELCC	Yes					
Ferguslie ELCC						
Foxlea ELCC						
Glenburn ELCC						
Glendee ELCC						
Glenfield ELCC						
Hugh Smiley ELCC						
Moorpark ELCC						
Paisley ELCC						
Spateston ELCC						
West Johnstone ELCC						
Totals	33	23	19	4	5	1
Overall Total		75			10	

Renfrewshire Joint Negotiating Committee for Teachers

To: Renfrewshire Joint Negotiating Committee for Teachers

On: 1 September 2020

**Report by
Head of Schools**

School Holiday Arrangements School Session 2021/22**1. Background**

- 1.1. Each year the education and children's services policy board is asked to determine a framework for school holiday arrangements for the session beginning in August of the following year.
- 1.2. Consultation has taken place with teaching and other unions, parent councils, pupil councils, head teachers and staff on three possible proposals. The preferred proposal is attached as appendix 1 to this report, which was approved at the education and children's services policy board on 20 August 2020.

2. Recommendation

- 2.1. It is recommended that the JNC notes the school holiday arrangements for academic year 2021/2022 in line with appendix 1 of this report.



To: Education and Children's Services Policy Board

On: Thursday 20 August 2020

Report by: Director of Children's Services

Heading: School Holiday Arrangements School Session 2021/2022

1. Summary

- 1.1. The Education and Children's Services Policy Board is asked to determine the pattern of school holiday arrangements for the school session beginning August 2021.
 - 1.2. In line with consultation arrangements, three possible proposals were circulated to staff, parent councils, pupil councils, teaching and other trade unions for consideration.
 - 1.3. The school holiday proposal preferred by the majority of consultees is detailed in appendix 1 to this report with appendices 2 and 3 showing the holiday patterns less favoured. Appendix 4 is a summary of consultation responses.
-

2. Recommendations

- 2.1. Members of the Education and Children's Services Policy Board are asked to authorise the director of children's services to set school holiday arrangements for academic year 2021/2022 in line with appendix 1 to this report.
-

3. Background

- 3.1. Each year the Education and Children's Services Policy Board is asked to determine a framework for school holiday arrangements for the session beginning in August of the following year.
- 3.2. Consultation has taken place with staff, parent councils, pupil councils, teaching and other trade unions for consideration on three possible proposals. The preferred proposal is attached as appendix 1 to this report.

- 3.3. The recommended arrangements attached are the best match possible to those being considered by neighbouring councils given the varying fair holiday arrangements.
- 3.4. The proposed patterns meet, where possible, the majority of the desirable features which are:
- aligning the dates of major holidays with those of neighbouring councils;
 - providing a two week break at Christmas, including Christmas eve;
 - providing a mid-term break in February; and
 - providing a two week school holiday in spring.
- 3.5 The preferred option for session 2021/2022, takes account of the Scottish Local Government Elections that are scheduled to take place on Thursday 5 May 2022, therefore this day has been assigned as a staff in-service day.
-

Implications of this report

- 1. Financial Implications**
None.
- 2. HR and Organisational Development Implications**
None.
- 3. Community Plan/Council Plan Implications**
None.
- 4. Legal Implications**
None.
- 5. Property/Assets Implications**
None.
- 6. Information Technology Implications**
None.
- 7. Equality and Human Rights Implications**
The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
- 8. Health and Safety Implications**
None.

9. Procurement Implications

None.

10. Risk Implications

None.

11. Privacy Impact

None.

12. Cosla Policy Position

None.

13. Climate Risk

None.

List of Background Papers

(a) Background Paper 1: Proposed School Holiday Arrangements – 2020/2021

The foregoing background papers will be retained within children's services for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is (Laura Baillie, Resources Support Manager, 0141 618 7185, laura.baillie@renfrewshire.gov.uk)

Children's Services

GM/LB

19 May 2020

Author: Laura Baillie, Resources Support Manager, 0141 618 7185,
laura.baillie@renfrewshire.gov.uk

Renfrewshire Council			APPENDIX 2
			2 in-service days on return in August
			1 Day St Andrews Day
Proposed School Holiday Arrangements			Finish Wednesday 22 December 2021
			2 Day February Break
			2 day End of May
School Session 2021/2022			Finish Tuesday 28 June 2022
			Includes Scottish Local Government Elections (IS)
			In-Service Days Before Holidays
Option A			
Term	Break	Dates of Attendance	
First		In-Service Day - Closed for Pupils Only	Thursday 12 August 2021 (IS)
		In-Service Day - Closed for Pupils Only	Friday 13 August 2021 (IS)
		Schools Re-Open	Monday 16 August 2021
	Local Holiday/Closed	Schools Closed	Friday 24 September 2021
		Schools Closed	Monday 27 September 2021
		Schools Re-Open	Tuesday 28 September 2021
	Mid Term	In-Service Day - Closed for Pupils Only	Friday 8 October 2021 (IS)
		Schools Closed	Monday 11 October 2021
		Schools Closed	Tuesday 12 October 2021
		Schools Closed	Wednesday 13 October 2021
		Schools Closed	Thursday 14 October 2021
		Schools Closed	Friday 15 October 2021
		Schools Re-Open	Monday 18 October 2021
	St Andrew's Day	Schools Closed	Tuesday 30 November 2021
		Schools Re-open	Wednesday 1 December 2021
	Christmas	Schools Closed	Thursday 23 December 2021
Second		Schools Closed	Friday 24 December 2021
		Schools Closed	Monday 27 December 2021
		Schools Closed	Tuesday 28 December 2021
		Schools Closed	Wednesday 29 December 2021
		Schools Closed	Thursday 30 December 2021
		Schools Closed	Friday 31 December 2021
		Schools Closed	Monday 3 January 2022
		Schools Closed	Tuesday 4 January 2022
		Schools Closed	Wednesday 5 January 2022
		Schools Re-Open	Thursday 6 January 2022
	Mid-Term	In-Service Day - Closed for Pupils Only	Friday 11 February 2022 (IS)
		Schools Closed	Monday 14 February 2022
		Schools Closed	Tuesday 15 February 2022
		Schools Re-Open	Wednesday 16 February 2022
	Spring	Schools Closed	Monday 4 April 2022
		Schools Closed	Tuesday 5 April 2022
		Schools Closed	Wednesday 6 April 2022
		Schools Closed	Thursday 7 April 2022
		Schools Closed	Friday 8 April 2022
		Schools Closed	Monday 11 April 2022
		Schools Closed	Tuesday 12 April 2022
		Schools Closed	Wednesday 13 April 2022
		Schools Closed	Thursday 14 April 2022
		Schools Closed	Friday 15 April 2022
		Schools Closed	Monday 18 April 2022
		Schools Re-Open	Tuesday 19 April 2022
Third	May Day	Schools Closed	Monday 2 May 2022
		In-Service Day - Closed for Pupils Only	Thursday 5 May 2022 (IS)
		Schools Re-Open	Friday 6 May 2022
	Local Holiday/Closed	Schools Closed	Friday 27 May 2022
		Schools Closed	Monday 30 May 2022
		Schools Re-Open	Tuesday 31 May 2022
	End of session	Schools Closed	Wednesday 29 June 2022
Teachers Return -		Friday 12 August 2022	
(IS) - In-Service Day			
In-Service Days		(Only Staff Attend on these days - No Pupils)	
	Thursday	12/08/21	
	Friday	13/08/21	
	Friday	08/10/21	
	Friday	11/02/22	
	Thursday	05/05/22	

Renfrewshire Council			APPENDIX 3
			2 in-service days on return in August
			1 Day St Andrews Day
	Proposed School Holiday Arrangements		Finish Wednesday 22 December 2021
			1 Day February Break
			2 day End of May
	School Session 2021/2022		Finish Monday 27 June 2022
			Includes Scottish Local Government Elections (IS)
			In-Service Days Before Holidays
Option B			
Term	Break	Dates of Attendance	
First		In-Service Day - Closed for Pupils Only	Thursday 12 August 2021 (IS)
		In-Service Day - Closed for Pupils Only	Friday 13 August 2021 (IS)
		Schools Re-Open	Monday 16 August 2021
	Local Holiday/Closed	Schools Closed	Friday 24 September 2021
		Schools Closed	Monday 27 September 2021
		Schools Re-Open	Tuesday 28 September 2021
	Mid Term	In-Service Day - Closed for Pupils Only	Friday 8 October 2021 (IS)
		Schools Closed	Monday 11 October 2021
		Schools Closed	Tuesday 12 October 2021
		Schools Closed	Wednesday 13 October 2021
		Schools Closed	Thursday 14 October 2021
		Schools Closed	Friday 15 October 2021
		Schools Re-Open	Monday 18 October 2021
	St Andrew's Day	Schools Closed	Tuesday 30 November 2021
		Schools Re-open	Wednesday 1 December 2021
	Christmas	Schools Closed	Thursday 23 December 2021
Second		Schools Closed	Friday 24 December 2021
		Schools Closed	Monday 27 December 2021
		Schools Closed	Tuesday 28 December 2021
		Schools Closed	Wednesday 29 December 2021
		Schools Closed	Thursday 30 December 2021
		Schools Closed	Friday 31 December 2021
		Schools Closed	Monday 3 January 2022
		Schools Closed	Tuesday 4 January 2022
		Schools Closed	Wednesday 5 January 2022
		Schools Re-Open	Thursday 6 January 2022
	Mid-Term	In-Service Day - Closed for Pupils Only	Friday 11 February 2022 (IS)
		Schools Closed	Monday 14 February 2022
		Schools Re-Open	Tuesday 15 February 2022
	Spring	Schools Closed	Monday 4 April 2022
		Schools Closed	Tuesday 5 April 2022
		Schools Closed	Wednesday 6 April 2022
		Schools Closed	Thursday 7 April 2022
		Schools Closed	Friday 8 April 2022
		Schools Closed	Monday 11 April 2022
		Schools Closed	Tuesday 12 April 2022
		Schools Closed	Wednesday 13 April 2022
		Schools Closed	Thursday 14 April 2022
		Schools Closed	Friday 15 April 2022
		Schools Closed	Monday 18 April 2022
		Schools Re-Open	Tuesday 19 April 2022
Third	May Day	Schools Closed	Monday 2 May 2022
		In-Service Day - Closed for Pupils Only	Thursday 5 May 2022 (IS)
		Schools Re-Open	Friday 6 May 2022
	Local Holiday/Closed	Schools Closed	Friday 27 May 2022
		Schools Closed	Monday 30 May 2022
		Schools Re-Open	Tuesday 31 May 2022
	End of session	Schools Closed	Tuesday 28 June 2022
Teachers Return -	Friday 12 August 2022		
(IS) - In-Service Day			
In-Service Days	(Only Staff Attend on these days - No Pupils)		
	Thursday	12/08/21	
	Friday	13/08/21	
	Friday	08/10/21	
	Friday	11/02/22	
	Thursday	05/05/22	

APPENDIX 4

	Option A			Option B			Option C		
Secondary schools	School	Parent Council	Pupil Council	School	Parent Council	Pupil Council	School	Parent Council	Pupil Council
Castlehead High School							Yes		
Gleniffer High School	Yes								
Gryffe High School	Yes								
Johnstone High School	Yes	Yes	Yes						
Linwood High School				Yes					
Paisley Grammar							Yes		Yes
Park Mains High School	Yes	Yes							
Renfrew High School									
St Andrew's Academy									
St Benedict's High School	Yes	Yes	Yes						
Trinity High School	Yes								
Primary schools									
Arkleston Primary School	Yes						Yes		
Auchenlodment Primary School - Nursery									
Bargarran Primary School									
Barsail Primary School			Yes				Yes		Yes
Bishopton Primary School	Yes	Yes	Yes						
Bredland Primary School									
Bridge of Weir Primary School - Nursery				Yes	Yes	Yes			
Bushes Primary School - Nursery				Yes	Yes	Yes			
Cochrane Castle Primary School							Yes	Yes	Yes
East Fulton Primary School - Nursery							Yes		
Fordbank Primary School									
Gallowhill Primary School - Nursery							Yes	Yes	Yes
Glencroats Primary School									
Henot Primary School - Nursery							Yes		Yes
Houston Primary School - Nursery									
Howwood Primary School	Yes								
Inchinnan Primary School	Yes				Yes	Yes			
Kilbarchan Primary School							Yes		
Kirklandneuk Primary School							Yes	Yes	Yes
Langbank Primary School		Yes	Yes				Yes		
Langcraigs Primary School				Yes	Yes	Yes			
Lochfield Primary School							Yes		
Lochwinnoch Primary School - Nursery							Yes		
Mossvale Primary School - SA Nursery	Yes	Yes					Yes		
Newmains Primary School	Yes	Yes							
Our Lady of Peace Primary School - Nursery				Yes	Yes	Yes			
Ralston Primary School - Nursery							Yes		
Rashielea Primary School							Yes		
St Anne's Primary School - Nursery						Yes	Yes	Yes	
St Anthony's Primary School	Yes	Yes	Yes				Yes		
St Catherine's Primary School - Nursery							Yes	Yes	Yes
St Charles' Primary School - Nursery	Yes								
St David's Primary School							Yes	Yes	Yes
St Fergus' Primary School									
St Fillan's Primary School	Yes	Yes	Yes						
St James' Primary School (Paisley)							Yes	Yes	Yes
St James' Primary School (Renfrew) - Nursery							Yes		Yes
St John Bosco Primary School - SA Nursery									
St John Ogilvie Primary School	Yes		Yes		Yes				
St Margaret's Primary School - SA Nursery									
St Mary's Primary School - Nursery									
St Paul's Primary School									
St Peter's Primary School - Nursery							Yes	Yes	Yes
Thorn Primary School	Yes	Yes	Yes						
Todholm Primary School - Nursery							Yes	Yes	Yes
Wallace Primary School - Nursery	Yes				Yes				
West Primary School									
Williamsburgh Primary School - SA Nursery									
Woodlands Primary School			Yes		Yes		Yes		
ASN schools									
Riverbrae		Yes					Yes		Yes
Mary Russell School	Yes	Yes	Yes						
Early Learning and Childcare Centres									
Douglas Street Early Learning and Childcare Centre	Yes						Yes		
Ferguslie Early Learning and Childcare Centre	Yes								
Foxlea Early Learning and Childcare Centre									
Glenburn Early Learning and Childcare Centre									
Glendee Early Learning and Childcare Centre							Yes		
Glenfield Early Learning and Childcare Centre									
Hollybush Early Learning and Childcare Centre									
Hugh Smiley Early Learning and Childcare Centre				Yes					
Moorpark Early Learning and Childcare Centre									
Paisley Early Learning and Childcare Centre									
Spateston Early Learning and Childcare Centre									
West Johnstone Early Learning and Childcare Centre									
	22	13	13	6	9	6	28	9	13
Overall Option Totals	48			21			50		

Agenda Item**Renfrewshire Joint Negotiating Committee for Teachers****To: Renfrewshire Joint Negotiating Committee for Teachers****On: 1 September 2020****Report by
Head of Schools****Responding to the Pandemic and Reopening Schools****1. Background**

- 1.1 In March 2020 Renfrewshire Council moved quickly to respond to the emerging coronavirus pandemic, protecting and supporting employees and communities, particularly vulnerable people across the area.
- 1.2 Colleagues across the Council have shown great commitment and resilience during the covid-19 delivering essential services, volunteering to support frontline services and helping others to remain safe at home. Teachers and other schools staff have worked hard throughout the period of lockdown in supporting learning from home and ensuring the safety and wellbeing of our most vulnerable children and young people.
- 1.3 Early years provision and schools closed on 20 March 2020, with education moving entirely to a home-based setting thereafter. This was a mixture of paper-based and online learning and 650 Chromebooks and 330 dongles were distributed to local families to support this and mitigate the impact of digital exclusion.
- 1.4 Local authorities were required to provide childcare for key workers during the lockdown and subsequent phases until childcare providers were able to restart care. Renfrewshire Council operated 8 childcare hubs for typically 300-350 children per week. This provision continued during the summer holiday and closed on 6 August 2020 to allow for cleaning of school premises before pupils returned. Contingency plans were in place should national guidance change and childcare be required beyond that date.
- 1.5 Following the decision by the Scottish Government, children and young people returned to full-time education in school or nursery from 12 August 2020, with appropriate protective and hygiene measures in place.
- 1.6 Ongoing collaborative engagement with professional associations has been key to ensuring schools have been able to reopen. In line with national guidance, the role of JNC will continue to be a highly significant part of continuing to ensure the health, safety and wellbeing of all our employees.

- 1.7 Education establishments have contingency arrangements in place should any further local or national lockdowns be required. As the expectation until the end of June was that a blended learning model would be in place from August, detailed plans had already been prepared and scrutinised positively by Education Scotland. These can be implemented rapidly in the event of any second phase of Covid-19 infections. The lessons learned from the lockdown phase have been documented and are informing the recovery plan as education services 'Build Back Better'.
- 1.8 Supporting the health and wellbeing of all children and young people will be central to a return to school; they must feel safe, confident and engaged in their surroundings. Teachers and early years practitioners will work with children and young people to gain insight into their lockdown experience and plan appropriate revision and next steps for learning and wellbeing. Additional individual supports will be put in place where required. Children from P6 upwards will take part in our Skills for Recovery programme in the first six weeks, while younger children will be guided through other wellbeing programmes. Outdoor learning and learning through play will be a key feature for younger children, and PSE classes for older children will have a focus on mental, emotional and social wellbeing.
- 1.9 The Health and Safety team worked with all head teachers; heads of centre and local school trade union representatives to produce HAZID documents and associated risk assessments for all children's services schools and early learning establishments.
- 1.10 The HR team have worked closely with all head teachers and heads of centre to ensure the safe return of employees, who were identified as at risk with underlying health conditions during the lockdown. All employees completed a covid age risk assessment which asked a series of questions. Based on the outcome of this assessment and where appropriate employees were then referred to OH for further advice and guidance in relation to their conditions.

2 Recommendation

- 2.1 The JNC is asked to note the contents of this report.

Agenda Item

Renfrewshire Joint Negotiating Committee for Teachers**To: Renfrewshire Joint Negotiating Committee for Teachers****On: 1 September 2020**

**Report by
Head of Service: Curriculum and Quality**

Digital School: Primary**1. Background**

- 1.1. As a result of the NHS Public Health Test and Protect Programme, children and young people may be required to self-isolate for up to 14 days.
- 1.2. It is important that we ensure continuity of learning for any children and young people in this position.
- 1.3. It may not always be possible for the school to provide this additional support therefore we are developing an on-line digital school that can be accessed by children and young people from home.
- 1.4. Children and young people will access learning via either Microsoft Teams or Google classroom and will be supported by another teacher who is currently shielding and working from home.
- 1.5. Pupils who do not have access to a device and/or wifi will be provided with appropriate equipment to enable them to access the on-line support.
- 1.6. The role of the school will be to identify pupils who will require support and to liaise with the digital team and the teacher who is shielding to ensure that work being set is appropriate.
- 1.7. The role of the shielding teacher will be to set work for pupils in their digital class; provide feedback as appropriate; and be available to support for at least 2 hour per day.
- 1.8. Class sizes in the digital school will be no larger than 20 and will have no more than 2 stages.
- 1.9. Training will be provided to shielding teachers as required.
- 1.10. At this stage we cannot predict the demand for this programme therefore on-going evaluation will be necessary.

1.11. We intend to provide support to secondary pupils but have still to finalise the detail of this.

2. Recommendation

2.1. It is recommended that the JNC note the content of this report.

Renfrewshire Joint Negotiating Committee for Teachers

To: Renfrewshire Joint Negotiating Committee for Teachers

On: 1 September 2020

Covid Health and Safety Report by Joint Secretary (Teachers' Side)

Background

On 30 July 2020 the Deputy First Minister announced that the previously announced blended learning approach to a return to schools was no longer being adopted and that a full return to schools was proposed from 11 August 2020. This led to a requirement for previously agreed risk assessments to be updated and for health and safety mitigations to be adjusted to the new context. Teachers are expressing ongoing concerns around the maintenance of these mitigations which include physical distancing, hand washing/hand sanitiser, cleaning protocols, mask wearing, appropriate signage and timetabling.

Action

A proactive rather than a reactive approach to maintaining health and safety mitigations to be adopted in order to minimise the risk of Covid infection within Renfrewshire schools. This can be achieved by encouraging the setting up of weekly school Health and Safety Committees with a particular focus on Covid mitigations.

Renfrewshire Joint Negotiating Committee for Teachers

To: Renfrewshire Joint Negotiating Committee for Teachers

On: 1 September 2020

Working Time Agreements Report by Joint Secretary (Teachers' Side)

Background

School Working Time Agreements exist to manage excessive workload demands and to ensure that the tasks required of teachers by management are able to be completed within the contractual 35 hour week. Renfrewshire JNC have an existing agreement that sets out the parameters within which the Working Time Agreement should be agreed. The mitigations that are in place to address the threat of Covid-19 will have an impact on some of the activities that normally form part of a Working Time Agreement and will have implications for the operation of NCCT.

Action

Discussions to take place between Management and the Teachers' Side to agree a temporary adjustment to the agreed protocols on Working Time Arrangements and NCCT during the Covid-19 crisis (SNCT Guidance in JS/20/79) on the understanding that the extant arrangements will be reinstated once the Covid mitigations are no longer required.

