

CONFIDENTIAL



cc B/S  
cc B/yp

PRIME MINISTER

INTERIM ADVISORY COMMITTEE ON SCHOOL TEACHERS' PAY AND CONDITIONS OF EMPLOYMENT

1. Your Private Secretary's letter of 2 April recorded your agreement that I should be ready to announce the names of the Chairman and Deputy Chairman of the Interim Advisory Committee on Teachers' Pay and Condition of Employment soon after Easter. *attap*

2. My first choice as Chairman is Sir Peter Main. His report on arrangements in Scotland last year set out a clear structure for the teaching profession which we have been able to use as the framework in England and Wales. As he lives on Speyside he may well not be willing to take on this responsibility but I would like to try and persuade him. My second choice is Sir Austin Bide. He has wide experience as a Chairman, a strong commitment to education, and a very considerable record of practical achievement.

3. I regard the appointment of the Deputy Chairman as particularly important. We have emphasised that the Interim Advisory Committee will be composed of independent minded people. It has clearly helped to ensure the credibility of the BBC at a difficult time and to make necessary changes in personnel and policies, to have Joel Barnett as Vice-Chairman of the Board of Governors. My preference would be for a responsible and realistic Deputy Chairman whose political allegiance is not to the Conservative Party.

4. My first choice as Deputy Chairman is Ray Carter, a director of the Marathon Oil Company's UK subsidiary, and also a Trustee of the Natural History Museum, which has recently successfully introduced charging. He was Labour MP for Birmingham Northfield from 1970-1979. He had ministerial experience in the Northern Ireland Office including responsibilities for education. Since 1979 he has stayed within the Labour Party (just): he would be independent minded and would not take any instructions from Walworth Road. He really wants UK Ltd to succeed and will do what he can to that end without regard to political advantage.

5. My second choice as Deputy Chairman is Nicky Harrison. She has long experience of education having been Labour Chairman of the Haringey Education Committee until ousted by the Left. She led the local authority associations in many meetings with Keith Joseph who had a high regard for her.

6. There is undoubtedly a risk in appointing people whose background is of another political party. But I believe it essential that we take that risk. My confidence in Ray Carter is such that if

CONFIDENTIAL

# CONFIDENTIAL

neither Sir Peter Main nor Sir Austin Bide were willing to be Chairman, I would be perfectly happy to see him as Chairman of the Committee.

7. I envisage an overall membership of about 7 (the maximum in the Act is 9). I would expect to appoint the other members during the summer. I will want to include people such as a recently retired head teacher, someone with experience of local government, an industrialist, a trade unionist and someone associated with one of the Alliance parties. The Teachers' Pay and Conditions Act enables me to pay members of the Committee. I do not propose as a matter of course that they will be paid but it may well be necessary to offer an honorarium in one or two cases to get the people we need.

8. I think the Committee should be serviced from the DES (just as the main Committee was by SED). The alternative would be for the secretariat to be provided by the Office of Manpower Economics. I judge that servicing from DES is preferable: the Committee has only limited life, and staff time can be deployed more flexibly within the DES for periods when the secretariat is not fully engaged on work for the Committee. On this basis I think that the additional staffing necessary to service the Committee from DES should be about half what the OME would normally need for an entirely free-standing unit.

9. I shall need to give a general outline to any prospective Chairman or Deputy Chairman of the work of the Committee. I will make clear that its first major task will relate to the April 1988 pay settlement. Recommendations about pay levels for April 1988 will need to be made against the background of decisions already taken this year about pay structure and incentive allowances. So far as conditions of employment are concerned I shall emphasise that the essential structure set out in the Order now laid before Parliament must stand, while acknowledging that there may well need to be limited modifications in response to practical experience of the new conditions of employment.

10. I shall inevitably be asked about the financial constraints within which the Committee will be working. Clearly we must not prescribe a remit which the general public would regard as unduly restrictive: that would only play into the hands of our opponents in the NUT and NAS/UWT. On the other hand the Committee must be made aware of the financial background. For the time being I propose simply to say that we shall be setting the remit for the Committee in the light of decisions yet to be taken about the 1988-89 rate support grant settlement.

11. I should be grateful to know as soon as possible whether colleagues have any reservations about my proposals prior to my approaching my first and second choice for Chairman and Deputy Chairman.

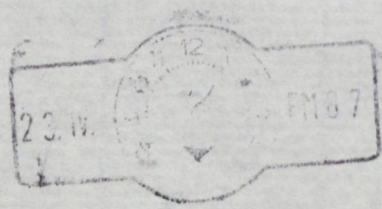
12. This minute is copied to Nigel Lawson, Willie Whitelaw, David Young, Malcolm Rifkind, Nicholas Edwards, Tom King, Norman Tebbit, John Biffen and John Wakeham and to Sir Robert Armstrong.

ks

EDUCATION: Teachers' Pay RT10

INTERNATIONAL

CONFIDENTIAL



THE GOVERNMENT'S PROPOSALS ON SCHOOL TEACHERS' PAY AND CONDITIONS OF EMPLOYMENT: MARCH 1987

1. The Government's proposals are made following the passage of the Teachers' Pay and Conditions Bill. The Secretary of State for Education and Science is now consulting the local authority associations, the teacher unions and representatives of voluntary school interests about these proposals. Following that consultation he will proceed quickly to lay an order before Parliament so that teachers can receive their back pay due from 1 January.

2. The Government recognises the need for a well-paid and well-motivated teaching force. The proposals will give teachers in England and Wales an average pay increase of 16.4% during 1987. Half will be backdated to 1 January and the rest will be paid from 1 October. Teachers will then have received an average pay increase of 25% over the 18 months from March 1986.

3. The proposals include a single basic scale for teachers other than heads and deputies, with 11 points running from £7600 to £13300. The good honours graduates would enter at £8500 and rise through 7 annual increments to £13300. That is an increase of 26 per cent over what such a teacher could now expect without promotion, and would be reached in a shorter time. The figure of £13300 is £600 higher than the £12700 proposed by the Secretary of State last October.

4. A new structure of incentive allowances would enhance teachers' career prospects and provide just rewards for able and dedicated teachers. There would be five levels of allowance varying from £500 to £4200 a year. Teachers currently on Scale 3, Scale 4 and the Senior Teacher Scale would be guaranteed allowances of £1000, £3000 and £4200 respectively from October 1987. The number of allowances would increase over 3 years from the 105,000 now on those 3 scales to 165,000 by 1990. In the course of a full career 85 per cent of teachers could expect at least one promotion. Allowances would be awarded for one or more of the following factors: responsibilities beyond those common to the majority of teachers; outstanding

classroom teaching; shortage skills; or recruitment to posts difficult to fill.

5. Head teachers and deputy heads would be paid salaries varying with the size of school. These salaries would provide adequate differentials to recognise the vital role of heads and deputies. Heads of the largest secondary schools would be paid £30,500 as compared with £26,259 now.

6. The proposals also cover special schools. In recognition of the distinctive position of teachers in special schools they would enjoy a £1000 salary advantage over their counterparts in ordinary schools. Heads' and deputies' salaries would be linked to those of heads and deputies in ordinary schools with larger numbers of pupils.

7. The proposals would incorporate into teachers' contracts of employment provisions related to working time and to duties. A teacher would be required to work on not more than 195 days a year, of which 5 days would be beyond the pupil year and could be used for such activities as curriculum development or in-service training. A teacher could be required to work for up to 1265 hours during the 195 days on specified tasks at the reasonable direction of the head teacher. Teachers would also work such additional hours at a time and place of their own choosing as may be needed to discharge their professional duties.

8. The prescribed duties for teachers other than heads would cover the following areas. The duties which an individual teacher will be required to undertake will depend on the type of school and the role of the teacher: individual teachers will not all be required to undertake all these duties

\*Planning and preparing courses and lessons, in collaboration as necessary with other teachers.

\*Teaching pupils according to their educational needs, including setting and marking work carried out by them in school and elsewhere.

\*Recording and reporting on educational and other aspects

of pupils' progress.

\*The pastoral care of pupils, including discipline, health and safety, and such guidance and advice on their personal, social and educational development as the individual teacher is able to give.

\*Professional development as teachers, including periodic review of their own methods and programmes of work, participation in further training and participation in arrangements, within an agreed national framework, for the appraisal of their own and other teachers' performance.

\*Supervising and so far as practicable teaching pupils whose teacher is absent. Unless a teacher is employed as a supply teacher or is timetabled to undertake specific duties for less than 75% of the school week, or no supply teacher is available, he or she will not normally be required to cover after the absent teacher has been away from school for 3 days; nor to cover for a planned absence of more than 3 days.

\*Preparing and presenting pupils for and supervising them at public examinations; and assessing pupils for the purposes of such examinations.

\*Taking part in the management and administration of the school in accordance with their specific responsibilities for class, curriculum, pastoral and other matters.

9. The above is a summary of the duties to be incorporated into teachers' contracts of employment. A separate list of duties defining the role of the head would be incorporated into heads' contracts of employment.

10. The Secretary of State believes that his proposals are good for education. They will provide salary levels and a career structure that should recruit, retain and motivate teachers. They will provide a clear definition of a teacher's job, which must be in the interests of teachers, of those they teach and their parents.

## MACHINERY FOR DETERMINING SCHOOL TEACHERS' PAY AND CONDITIONS

Quotations from speeches by the Secretary of State in the debate on 26 February on 'Commons Consideration of Lords Amendments'

Under the Act an Interim Advisory Committee will be established which will examine and report on matters concerning school teachers' pay and conditions of employment referred to it by the Secretary of State. The Secretary of State said:

"I assure the House that I shall appoint independent minded members to the Interim Advisory Committee, as I have done with bodies such as the University Grants Committee, which performs a controversial task without evidence of political bias."

Following reports of the Interim Advisory Committee there will be consultations with the interested parties. This process will be taken very seriously. The Secretary of State said:

"I have not personally been part of the Burnham proceedings but I am willing to give a commitment that Ministers will see the relevant local authority associations, teacher unions and organisations representing the governors of voluntary schools to discuss reports from the Interim Advisory Committee. I am very willing to become directly involved in the consultations required under the Act which will inevitably have the character of negotiations."

The arrangements under the Act are interim. On this point, the Secretary of State said:

"I have made it clear, and I stress this, that the Interim Advisory Committee is just that - an Interim Advisory Committee. The Government does not look upon it as a permanent solution."

## PAY STRUCTURE PROPOSED FOR OCTOBER 1987

### TEACHERS' BASIC SCALE

<u>£</u>	<u>Entry points for</u>
7,600	non-graduates
7,900	graduates
8,200	
8,500	good honours graduates
9,200	
10,000	
10,600	
11,200	
11,850	
12,600	
13,300	

### FIVE INCENTIVE ALLOWANCES\*

500
1,000
2,000
3,000
4,200

### DEPUTY HEAD TEACHERS

Salaries will range from £14,750 to £22,250 according to size of school.

### HEAD TEACHERS

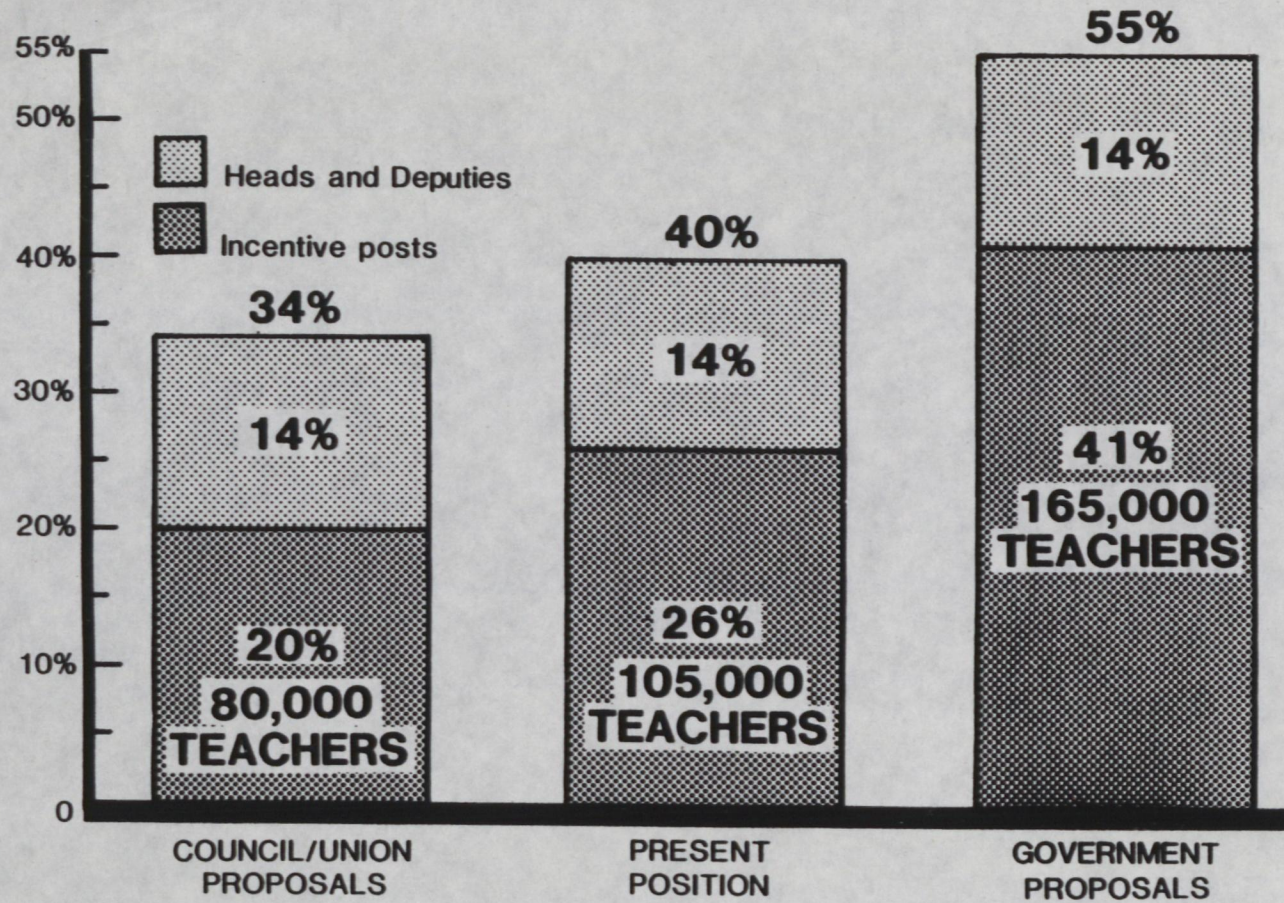
Salaries will range from £15,500 to £30,500 according to size of school.

**\*NOTE**

These allowances would be available, on top of the basic salary scale, to teachers for one or more of the following reasons - additional responsibility, outstanding classroom performance, shortage skills, recruitment to posts difficult to fill. Teachers now on Scale 3, Scale 4 and the Senior Teacher Scale will automatically receive allowances of £1,000, £3,000 and £4,200 respectively.



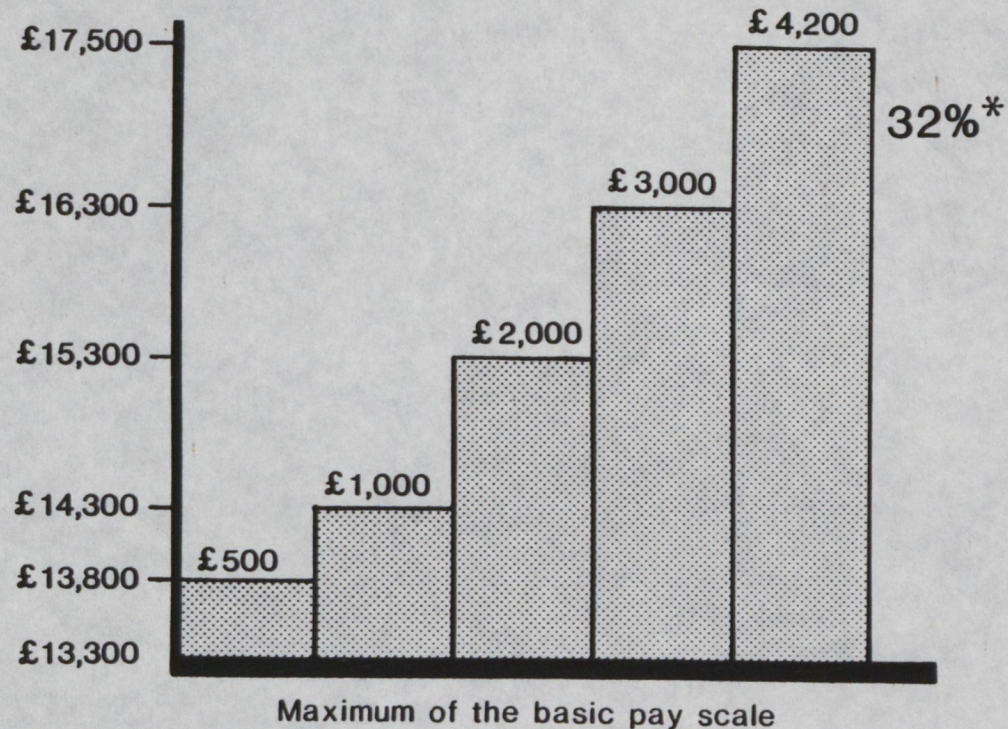
**PROPORTION OF TEACHERS:  
HEADS, DEPUTIES and INCENTIVE POST HOLDERS**



## TWO APPROACHES TO REWARDING AND MOTIVATING THE TEACHING PROFESSION

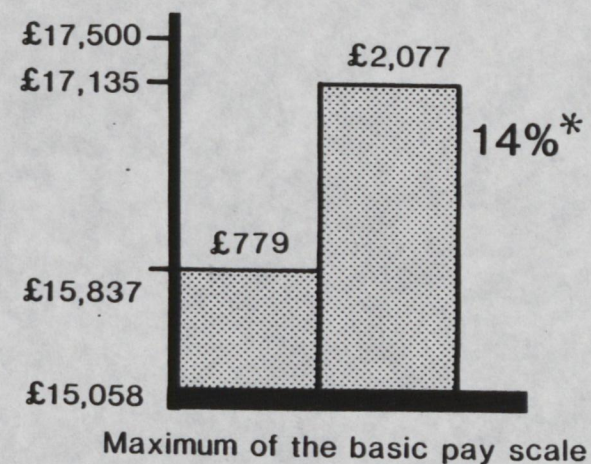
### GOVERNMENT PROPOSALS

Five incentive allowances available for 165,000 teachers



### COUNCIL/UNION PROPOSALS

Two responsibility allowances available for 80,000 teachers



\* Under the Government's proposals the incentive allowances range from 4% to 32% above the scale maximum. Under the Council/Union proposals they range from 5% to 14%.

*me*

# SCHOOL TEACHERS' PAY AND CONDITIONS OF EMPLOYMENT

THE GOVERNMENT'S PROPOSALS

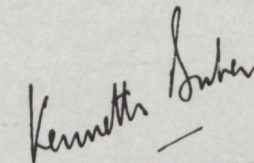
MARCH 1987

## FOREWORD

The purpose of this booklet is to set out the Government's proposals for pay increases for school teachers in 1987 and for the conditions of employment which will become part of contracts of employment.

The Government's intention is that school teachers should receive an average increase of 16.4% in 1987. Tables within the booklet should enable an individual teacher to identify his or her salary with effect from 1 January, 1 September, if they are entitled to an increment, and 1 October. The proposals on duties and working time set out in the booklet are based closely on the ACAS proposals.

We are now starting consultations with organisations representing local education authorities, teachers and the governors of voluntary schools. Comments have been requested by 23 March on a draft Order giving effect to the 1 January element of the pay increase and the incorporation of the conditions of employment into contracts. The intention is to lay this Order before Parliament before the Easter recess so that teachers can receive their back pay without delay.



KENNETH BAKER  
Secretary of State  
for Education and Science

2 March 1987

## CONTENTS

THE PROPOSALS IN OUTLINE	Page 1
THE PROPOSED PAY STRUCTURE FROM 1 OCTOBER 1987	2-3
ASSIMILATION	
	<u>Table</u>
<b>Ordinary Schools</b>	
Scale 1	A 4
Scale 2	B 4
Scale 3	C 5
Scale 4	D 5
Senior Teacher	E 6
Deputy Head	F 7
Head Teacher	G 7
<b>Special Schools</b>	
Scale 1	H 8
Scale 2(S)	I 8
Scale 3(S)	J 9
Senior Teacher	see E 6
Deputy Head	K 10
Head Teacher	L 10
<b>Unqualified Teachers</b>	11
PROPOSED CONDITIONS OF EMPLOYMENT	
<b>Teachers</b>	12
<b>Head Teachers</b>	14
<b>Deputy Heads</b>	16

PAY

1. The Government proposes that from 1 October 1987 there should be a single **basic scale** for teachers other than heads or deputies, with 11 points running from £7,600 to £13,300. Graduates would enter at £7,900 and good honours graduates at £8,500. **Heads and deputies** would be paid on spot salaries according to the size of school. The new structure is presented on page 2.
2. There would be 5 **incentive allowances** ranging from £500 to £4,200. Allowances would be paid in recognition of one or more of the following factors: responsibilities beyond those common to the majority of teachers; outstanding classroom teaching; shortage skills; or recruitment to posts difficult to fill.
3. Initially, allowances would be distributed as follows. From 1 October 1987 **an allowance of £1,000 would be paid to all teachers now on Scale 3; an allowance of £3,000 to all teachers now on Scale 4; and an allowance of £4,200 to all Senior Teachers.** In addition, some 25,000 allowances of £500 would be available for teachers selected for promotion from Scale 2 or Scale 1. The number of teachers holding incentive allowances would then increase to 165,000 by September 1990. The proposals for incentive allowances are on pages 2 and 3.
4. Details of the continuing arrangements for **London Allowance and other allowances** are on page 3.
5. The new salaries would be paid in full from 1 October 1987. Salaries backdated to 1 January 1987 would be half-way between current rates and the new rates. Details of the **assimilation arrangements from current scales for teachers in ordinary schools** are on pages 4 to 7. These take into account the normal incremental award at 1 September for teachers who are not on the top of the current scales.
6. The proposals for **special schools** are designed to introduce the same basic structure as for ordinary schools, thereby facilitating movement of staff between the sectors, while at the same time continuing to recognise the distinctive position of teachers in special schools. The proposals provide a £1,000 advantage at October 1987 for Scale 1, Scale 2(S) and Scale 3(S) teachers over Scale 1, Scale 2 and Scale 3 teachers respectively in ordinary schools. Heads' and deputies' salaries would be linked to the ordinary school group one larger, so that Group 3(S) is equated to Group 4, Group 7(S) to Group 8, and so on. Details of the **assimilation arrangements for teachers in special schools** are on pages 8 to 10.
7. Teachers on safeguarded salaries would be treated for assimilation purposes like other teachers, ie the safeguarding would continue.

8. For **unqualified teachers**, spot salaries would replace Scales B and C and Scale A as regards student teachers. A new scale would be created for instructors which consolidates their present basic salary and discretionary allowances. Details are on page 11.

CONDITIONS OF EMPLOYMENT

9. The Government proposes to incorporate by order into teachers' contracts of employment provisions relating to duties and hours. Teachers would carry out their **professional duties** under the reasonable direction of the head teacher. The proposed provisions on teachers' duties and working time are on pages 12 and 13. The duties which an individual teacher would be required to undertake would depend on the type of school and the role of the teacher; individual teachers will not all be required to undertake all these duties.
10. The proposed conditions of employment for **head teachers** are on pages 14 and 15, and for **deputy heads** on page 16.
11. The Government proposes to incorporate provisions that:
  - a teacher may be required to work on not more than **195 days a year**, of which **190 days** shall be days on which he or she may be required to teach pupils;
  - a teacher may be required to work for **up to 1,265 hours a year** at specified times and places at the direction of the head teacher;
  - a teacher may not be required to undertake **midday supervision**, and shall be entitled to a break of reasonable length during the school day;
  - unless employed as a supply teacher, or timetabled to undertake specific duties for less than 75% of the school week, or if no supply teacher is available, a teacher would not normally be required to **cover for an absent colleague** after the absent teacher has been away from school for 3 days; nor to cover for a planned absence of more than 3 days.
  - a teacher will work **such additional hours as may be necessary** to discharge his or her professional duties: teachers will decide when and where to undertake such work.

THE PROPOSED PAY STRUCTURE FROM 1 OCTOBER 1987

TEACHERS

OTHER THAN HEADS AND DEPUTIES

BASIC SCALE

Scale	
£	
7,600	Entry point for non-graduates
7,900	Entry point for graduates
8,200	
8,500	Entry point for good honours graduates
9,200	
10,000	
10,600	
11,200	
11,850	
12,600 (12,800)*	
13,300	

Progression up the scale is by annual increments on 1 September.

\*Teachers on Point 12 of Scale 2 at 30 September 1987 would be paid £12,800 from 1 October 1987.

FIVE INCENTIVE ALLOWANCES

Ordinary Schools	Special Schools and Classes
£500	£1,000
£1,000	£2,000
£2,000	£3,000
£3,000	£4,200
£4,200	

HEADS AND DEPUTIES

SPOT SALARIES

DEPUTIES		HEADS	
SCHOOL GROUP	£	SCHOOL GROUP	£
		1	15,500
		2	16,000
Below 4	14,750	3	16,500
4 and 3(S)	15,000	4 and 3(S)	17,000
5 and 4(S)	15,375	5 and 4(S)	17,750
6 and 5(S)	15,750	6 and 5(S)	19,000
7 and 6(S)	16,250	7 and 6(S)	20,000
8 and 7(S)	17,000	8 and 7(S)	21,250
9 and 8(S)	18,000	9 and 8(S)	22,750
10 and 9(S)	19,000	10 and 9(S)	24,250
11 and 10(S)	19,750	11 and 10(S)	26,000
12	20,750	12	27,750
13	21,500	13	29,000
14	22,250	14	30,500

THE PROPOSED PAY STRUCTURE FROM 1 OCTOBER 1987

OTHER ALLOWANCES

- London allowance of £1,215 (Inner), £795 (Outer) or £309 (Fringe) has been agreed to run with effect from 1 July 1986.
- Social priority allowances would remain at the levels at which they have been since the mid 1970s.
- The allowance for unqualified teachers in special schools would rise from £579 to £627 from January 1987 and to £675 in October 1987. For those in receipt of a higher allowance of £774 this would rise to £837 from January 1987 and £900 in October 1987.
- The arrangements whereby qualified teachers of the blind and partially sighted or deaf and partially hearing proceed by one increment beyond the maximum of their scales would be discontinued. Such teachers would revert to the normal maximum of their scale and would instead receive an allowance of £462 from January 1987 and £500 from October 1987 (in addition to whatever other allowances they may be receiving).
- The allowance of £591 for unqualified teachers undertaking special responsibilities would rise to £639 from January 1987 and £687 from October 1987.

NUMBER OF INCENTIVE ALLOWANCES

Shown below are approximate numbers of teachers with incentive allowances in **ordinary schools** in October 1987 and in September 1990. Progression from one to the other would be by 3 equal steps at September 1988, September 1989 and September 1990. During this period primary teacher numbers are forecast to rise and secondary numbers to fall: the estimated numbers of incentive allowances in each sector at September 1990 take account of these movements.

	Primary	
	OCTOBER 1987	SEPTEMBER 1990
£2,000	—	4,000
£1,000	16,000	17,000
£500	14,000	34,000
	30,000	55,000
	Secondary	
	OCTOBER 1987	SEPTEMBER 1990
£4,200	6,500	11,000
£3,000	28,500	24,000
£2,000	—	24,000
£1,000	53,000	24,000
£500	11,000	27,000
	99,000	110,000
Grand Totals:	129,000	165,000

In **special schools** there are about 1,500 teachers on Scale 3(S) or the Senior Teacher scale. The available resources would allow by 1990 a further 1,500 promotions, from the £1,000 basic special school allowance to the £2,000 allowance, or from £2,000 to £3,000 or through to £4,200.

The Government will make finance available for this expansion of incentive allowances and will lay down rules about the range of allowances to be available in different sizes of school.

ASSIMILATION

Assimilation arrangements for individual teachers

ORDINARY SCHOOLS

Table A QUALIFIED TEACHERS CURRENTLY ON SCALE 1\*

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987
0	6,423	7,011	7,149	7,600
1	6,696	7,149	7,251	7,600
2	6,900	7,251	7,503	7,900
3	7,107	7,503	7,602	7,900
4	7,302	7,602	7,881	8,200
5	7,560	7,881	8,163	8,500
6	7,824	8,163	8,643	9,200
7	8,085	8,643	8,781	9,200
8	8,364	8,781	9,318	10,000
9	8,637	9,318	9,456	10,000
10	8,910	9,456	9,903	10,600
11	9,204	9,903	10,050	10,600
12	9,501	10,050	10,503	11,200
13	9,804	10,503	10,503	11,200
			(10,686)	(11,200)
14	(10,170)	(10,686)	(11,193)	(11,850)
15	(10,533)	(11,193)	(11,193)	(11,850)

\*Teachers currently on Scale 1 in Special Schools or with Special Classes please see Table H.

Table B QUALIFIED TEACHERS CURRENTLY ON SCALE 2\*

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987
0	7,302	7,602	7,881	8,200
1	7,560	7,881	8,163	8,500
2	7,824	8,163	8,643	9,200
3	8,085	8,643	8,781	9,200
4	8,364	8,781	9,318	10,000
5	8,637	9,318	9,456	10,000
6	8,910	9,456	9,903	10,600
7	9,204	9,903	10,050	10,600
8	9,501	10,050	10,503	11,200
9	9,804	10,503	10,686	11,200
10	10,170	10,686	11,193	11,850
11	10,533	11,193	11,892	12,800
12	10,986	11,892	11,892	12,800

Teachers who were paid a personal salary of £3,609 per annum on 31 March 1975 as good honours graduates on Scale 2 under the provisions of Appendix 1 to the 1974 Primary and Secondary Salaries Document would be paid a personal salary of £12,324 per annum from 1 January 1987 and from 1 October 1987 would be paid a salary of £13,300.

\*Teachers currently on Scale 2(S) please see Table I.

NOTES

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in brackets relate to good honours graduates entitled to be paid on an extended scale.
5. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.

NOTES

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.

Assimilation arrangements for individual teachers

Table C QUALIFIED TEACHERS CURRENTLY ON SCALE 3\*

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987		
				Basic Scale	Allowance	Total Salary
0	8,910	9,954	10,401	10,600	1,000	11,600
1	9,204	10,401	10,551	10,600	1,000	11,600
2	9,501	10,551	11,001	11,200	1,000	12,200
3	9,804	11,001	11,184	11,200	1,000	12,200
4	10,170	11,184	11,691	11,850	1,000	12,850
5	10,533	11,691	12,294	12,600	1,000	13,600
6	10,986	12,294	12,825	13,300	1,000	14,300
7	11,349	12,825	13,038	13,300	1,000	14,300
8	11,778	13,038	13,251	13,300	1,000	14,300
9	12,201	13,251	13,464	13,300	1,000	14,300
10	12,627	13,464	13,464	13,300	1,000	14,300

\*Teachers currently on Scale 3(S) please see Table J.

NOTES

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.

Table D QUALIFIED TEACHERS CURRENTLY ON SCALE 4

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987		
				Basic Scale	Allowance	Total Salary
0	10,533	12,693	13,293	12,600	3,000	15,600
1	10,986	13,293	13,824	13,300	3,000	16,300
2	11,349	13,824	14,040	13,300	3,000	16,300
3	11,778	14,040	14,250	13,300	3,000	16,300
4	12,201	14,250	14,463	13,300	3,000	16,300
5	12,627	14,463	14,676	13,300	3,000	16,300
6	13,053	14,676	14,979	13,300	3,000	16,300
7	13,656	14,979	15,225	13,300	3,000	16,300
8	14,151	15,225	15,225	13,300	3,000	16,300

NOTES

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.



Assimilation arrangements for individual teachers

**QUALIFIED TEACHERS CURRENTLY ON THE SENIOR TEACHER SCALE\***

**Table E**

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987		
				Basic Scale	Allowance	Total Salary
0	11,349	14,424	14,640	13,300	4,200	17,500
1	11,778	14,640	14,850	13,300	4,200	17,500
2	12,201	14,850	15,063	13,300	4,200	17,500
3	12,627	15,063	15,276	13,300	4,200	17,500
4	13,053	15,276	15,579	13,300	4,200	17,500
5	13,656	15,579	15,825	13,300	4,200	17,500
6	14,151	15,825	16,170	13,300	4,200	17,500
7	14,838	16,170	16,416	13,300	4,200	17,500
8	15,330	16,416	16,416	13,300	4,200	17,500

\*This Table applies also to Senior Teachers in Special Schools.

**NOTES**

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.

Assimilation arrangements for individual teachers

**DEPUTY HEAD TEACHERS\***

**Table F**

School group	Current maximum	1 January 1987	1 October 1987
Below 4	11,163	12,957	14,750
4	12,000	13,500	15,000
5	12,846	14,112	15,375
6	13,179	14,466	15,750
7	13,878	15,063	16,250
8	14,517	15,759	17,000
9	15,288	16,644	18,000
10	16,185	17,592	19,000
11	16,929	18,339	19,750
12	17,820	19,284	20,750
13	18,324	19,911	21,500
14	19,104	20,676	22,250

\*For Special Schools please see Table K.

**NOTES**

1. October 1987 salaries are spot salaries. Heads and deputies would receive them whatever their position on the current salary scale.
2. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
3. A further review of teachers' pay is due to take effect from 1 April 1988.
4. The January 1987 salaries shown are for heads and deputies currently on top of scale. From 1 January 1987 heads and deputies not currently on top of scale will be paid salaries half-way between their present salaries and the spot salaries at 1 October 1987 shown above. From 1 September they will be paid salaries half-way between their present salaries plus one increment and the spot salaries at 1 October 1987 shown above.  
Example: Head of a group 6 school on point 2 of scale. Current salary: £15,489. 1 January 1987: £17,244 (Half-way between £15,489 and £19,000) 1 September 1987: £17,433 (Half-way between £15,867 and £19,000) 1 October 1987: £19,000.
5. 1 January salaries are rounded to multiples of £3 as is traditional. 1 October salaries are unrounded but would be rounded to a multiple of £3 before being paid.

**Table G**

**HEAD TEACHERS\***

School group	Current maximum	1 January 1987	1 October 1987
1	12,195	13,848	15,500
2	12,675	14,337	16,000
3	13,203	14,853	16,500
4	14,175	15,588	17,000
5	15,243	16,497	17,750
6	16,236	17,619	19,000
7	17,148	18,573	20,000
8	18,273	19,761	21,250
9	19,587	21,168	22,750
10	20,766	22,509	24,250
11	22,332	24,165	26,000
12	23,700	25,725	27,750
13	24,903	26,952	29,000
14	26,259	28,380	30,500

\*For Special Schools please see Table L.

Assimilation arrangements for individual teachers

SPECIAL SCHOOLS

QUALIFIED TEACHERS CURRENTLY ON SCALE 1 (SPECIAL SCHOOLS)

Table H

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987
0	6,423	7,011	7,149	7,600
1	6,696	7,149	7,251	7,600
2	6,900	7,251	7,503	7,900
3	7,107	7,503	7,602	7,900
4	7,302	7,602	7,881	8,200
5	7,560	7,881	8,163	8,500
6	7,824	8,163	8,643	9,200
7	8,085	8,643	8,781	9,200
8	8,364	8,781	9,318	10,000
9	8,637	9,318	9,456	10,000
10	8,910	9,456	9,903	10,600
11	9,204	9,903	10,050	10,600
12	9,501	10,050	10,503	11,200
13	9,804	10,503	10,503	11,200
			(10,686)	(11,200)
14	(10,170)	(10,686)	(11,193)	(11,850)
15	(10,533)	(11,193)	(11,193)	(11,850)

In addition, these teachers currently receive an allowance of £855. Future allowances would be as follows:

January 1987	£927
September 1987	£927
October 1987	£1,000

Table I QUALIFIED TEACHERS CURRENTLY ON SCALE 2(S)

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987		
				Basic Scale	Allowance	Total Salary
0	8,085	8,493	8,781	8,200	1,000	9,200
1	8,364	8,781	9,069	8,500	1,000	9,500
2	8,637	9,069	9,555	9,200	1,000	10,200
3	8,910	9,555	9,702	9,200	1,000	10,200
4	9,204	9,702	10,251	10,000	1,000	11,000
5	9,501	10,251	10,401	10,000	1,000	11,000
6	9,804	10,401	10,884	10,600	1,000	11,600
7	10,170	10,884	11,367	11,200	1,000	12,200
8	10,533	11,367	11,592	11,200	1,000	12,200
9	10,986	11,592	12,099	11,850	1,000	12,850
10	11,349	12,099	12,789	12,800	1,000	13,800
11	11,778	12,789	12,789	12,800	1,000	13,800

Teachers who were paid a personal salary of £3,927 per annum on 31 March 1975 as good honours graduates on Scale 2(S) under the provisions of Appendix 1 to the 1974 Primary and Secondary Salaries Document would be paid a personal salary of £13,251 per annum from 1 January 1987 and from 1 October 1987 would be paid a basic scale salary of £13,300 plus £1,000 allowance, total £14,300.

Assimilation arrangements for individual teachers

Table J QUALIFIED TEACHERS CURRENTLY ON SCALE 3(S)

Scale point	Current salary	Salary at 1 January 1987	Salary at 1 September 1987	Salary at 1 October 1987		
				Basic Scale	Allowance	Total Salary
0	9,804	10,902	11,385	10,600	2,000	12,600
1	10,170	11,385	11,868	11,200	2,000	13,200
2	10,533	11,868	12,093	11,200	2,000	13,200
3	10,986	12,093	12,600	11,850	2,000	13,850
4	11,349	12,600	13,188	12,600	2,000	14,600
5	11,778	13,188	13,752	13,300	2,000	15,300
6	12,201	13,752	13,965	13,300	2,000	15,300
7	12,627	13,965	14,178	13,300	2,000	15,300
8	13,053	14,178	14,478	13,300	2,000	15,300
9	13,656	14,478	14,478	13,300	2,000	15,300

NOTES

NOTES

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in brackets relate to good honours graduates entitled to be paid on an extended scale.
5. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.

NOTES

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.
5. The arrangements for Scale 2(S) and 3(S) are designed to assimilate them as for the equivalent points on Scale 2 and Scale 3, then give them an additional £1,000 allowance. Thus for example Point 2 of Scale 2(S) - current salary £8,637 - is treated like Point 2 of Scale 2 - current salary £7,824 - and then given a £1,000 allowance.

1. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
2. A further review of teachers' pay is due to take effect from 1 April 1988.
3. Teachers not on the top of an existing scale receive an increment at 1 September 1987. This is shown in the column headed 1 September, and the effect is taken into account in the salaries shown at 1 October 1987.
4. Figures in the 1 January and 1 September columns are rounded to multiples of £3 as is traditional. Figures in the 1 October column are unrounded but would be rounded to a multiple of £3 before being paid.
5. The arrangements for Scale 2(S) and 3(S) are designed to assimilate them as for the equivalent points on Scale 2 and Scale 3, then give them an additional £1,000 allowance. Thus for example Point 2 of Scale 2(S) - current salary £8,637 - is treated like Point 2 of Scale 2 - current salary £7,824 - and then given a £1,000 allowance.

Assimilation arrangements for individual teachers

**Table K** DEPUTY HEAD TEACHERS: SPECIAL SCHOOLS

School group	Current maximum	1 January 1987	1 October 1987
3(S)	12,297	13,650	15,000
4(S)	12,903	14,139	15,375
5(S)	13,872	14,811	15,750
6(S)	14,313	15,282	16,250
7(S)	14,766	15,882	17,000
8(S)	15,201	16,602	18,000
9(S)	16,089	17,544	19,000
10(S)	16,764	18,258	19,750

**Table L** HEAD TEACHERS: SPECIAL SCHOOLS

School group	Current maximum	1 January 1987	1 October 1987
3(S)	14,217	15,609	17,000
4(S)	15,207	16,479	17,750
5(S)	16,782	17,892	19,000
6(S)	17,301	18,651	20,000
7(S)	18,450	19,851	21,250
8(S)	19,272	21,012	22,750
9(S)	20,124	22,188	24,250
10(S)	20,955	23,478	26,000

NOTES

1. October 1987 salaries are spot salaries. Heads and deputies would receive them whatever their position on the current salary scale.
2. The current levels of London allowance payable in addition to the salaries shown are £1,215 (Inner), £795 (Outer) or £309 (Fringe).
3. A further review of teachers' pay is due to take effect from 1 April 1988.
4. The January 1987 salaries shown are for heads and deputies currently on top of scale. From 1 January 1987 heads and deputies not currently on top of scale will be paid salaries half-way between their present salaries and the spot salaries at 1 October 1987 shown above. From 1 September they will be paid salaries half-way between their present salaries plus one increment and the spot salaries at 1 October 1987 shown above.  
Example: Head of a group 6(S) school on point 2 of scale.  
Current salary: £16,572.  
1 January 1987: £18,285  
(Half-way between £16,572 and £20,000)  
1 September 1987: £18,465  
(Half-way between £16,929 and £20,000)  
1 October 1987: £20,000.
5. 1 January salaries are rounded to multiples of £3 as is traditional. 1 October salaries are unrounded but would be rounded to a multiple of £3 before being paid.

Assimilation arrangements for individual teachers

UNQUALIFIED TEACHERS

TEACHERS CURRENTLY ON SCALES A, B, & C

SCALE A

1. *Instructors.* A new scale would be created from 1 January 1987 and increased at each point by 8.2% from 1 October 1987. The scale is:

January 1987	October 1987
£	£
6,192	6,700
6,470	7,000
6,747	7,300
7,024	7,600
7,301	7,900
7,579	8,200
7,856	8,500
8,503	9,200
9,242	10,000
9,797	10,600

Assimilation would be as follows: consolidate existing Scale A payment with discretionary allowances (but not London Allowance or Social Priority Allowance); add £300; and assimilate to the next point up on the January scale. Subsequent progress up the scale would be by annual increments starting at 1 September 1988.

2. *Student Teachers.* Student teachers would be paid on spot salaries as follows:
  - student teachers awaiting admission to a course of initial teacher training £4,701
  - student teachers who have failed a course of initial teacher training and are retaking it £5,700
 These salaries come into effect at 1 January 1987 but student teachers now in employment at higher salaries would have those salaries safeguarded.

SCALE B

A spot salary of £7,300 would be paid from 1 October 1987. Salary from 1 January 1987 would be half-way between the existing scale point and £7,300. Where an increment is due on the existing scale at 1 September, salary from 1 September 1987 would be half-way between the next point up on the existing scale and £7,300.

SCALE C

A spot salary of £9,200 would be paid from 1 October 1987. Salary from 1 January 1987 would be half-way between the existing scale point and £9,200. Where an increment is due on the existing scale at 1 September, salary from 1 September 1987 would be half-way between the next point up on the existing scale and £9,200.

NOTE: Salaries from 1 October 1987 are quoted here in unrounded form but would be rounded to multiples of £3, as is traditional, before being paid.

## PROPOSED CONDITIONS OF EMPLOYMENT

### TEACHERS

*Reproduced below are relevant extracts from the draft Order on which the Government is now consulting. These apply to teachers other than Head Teachers.*

#### EXERCISE OF GENERAL PROFESSIONAL DUTIES

1. A teacher who is not a head teacher shall carry out the professional duties of a school teacher as circumstances may require –

- (a) if he is employed as a teacher in a school, under the reasonable direction of the head teacher of that school;
- (b) if he is employed by an authority on terms under which he is not assigned to any one school, under the reasonable direction of that authority and of the head teacher of any school in which he may for the time being be required to work as a teacher.

*Assessments and reports*

- (c) Making records of and reports on the personal and social needs of pupils.
- (d) Communicating and consulting with the parents of pupils.
- (e) Communicating and co-operating with persons or bodies outside the school.
- (f) Participating in meetings arranged for any of the purposes described above.

(3) Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

#### EXERCISE OF PARTICULAR DUTIES

2. (a) A teacher employed as a teacher (other than a head teacher) in a school shall perform, in accordance with any directions which may reasonably be given to him by the head teacher from time to time, such particular duties as may reasonably be assigned to him.

*Appraisal*

(4) Participating in any arrangements within an agreed national framework for the appraisal of his performance and that of other teachers.

(b) A teacher employed by an authority on terms such as those described in paragraph 1(b) above shall perform, in accordance with any direction which may reasonably be given to him from time to time by the authority or by the head teacher of any school in which he may for the time being be required to work as a teacher, such particular duties as may reasonably be assigned to him.

*Review: Further training and development*

- (5) (a) Reviewing from time to time his methods of teaching and programmes of work.
- (b) Participating in arrangements for his further training and professional development as a teacher.

*Educational methods*

(6) Advising and co-operating with the head teacher and other teachers (or any one or more of them) on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

#### PROFESSIONAL DUTIES

3. The following duties shall be deemed to be included in the professional duties which a school teacher may be required to perform –

- Teaching*
- (1) (a) Planning and preparing courses and lessons.
  - (b) Teaching, according to their educational needs, the pupils assigned to him, including the setting and marking of work to be carried out by the pupil in school and elsewhere.
  - (c) Assessing, recording and reporting on the development, progress and attainment of pupils.

*Discipline, health and safety*

(7) Maintaining good order and discipline among pupils and safeguarding their health and safety.

*Staff meetings*

(8) Participating in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school, including pastoral arrangements.

*Other activities*

- (2) (a) Promoting the general progress and well-being of individual pupils and of any class or group of pupils assigned to him.
- (b) Providing guidance and advice to pupils on educational and social matters and on their further education and future careers including information about sources of more expert advice on specific questions; making relevant records and reports.

*Cover*

(9) Supervising and so far as practicable teaching any pupils whose teacher is absent:  
Provided that no teacher shall be required to provide such cover –  
(a) after the teacher who is absent has been absent for three or more consecutive working days; or

- (b) where the fact that the teacher would be absent for a period exceeding three consecutive working days was known to the maintaining authority not less than two working days before the absence commenced,

unless –

- (i) he is a teacher employed wholly or mainly for the purpose of providing such cover (a "supply teacher"); or
- (ii) the services of a supply teacher to provide cover for the absent teacher are not available; or
- (iii) the teacher required to provide cover is a full-time teacher at the school but has been assigned by the head teacher in the timetable to teach or carry out other specified duties (except cover) for less than 75% of the hours covered by the school timetable.

*Public examinations*

(10) Participating in arrangements for preparing pupils for public examinations and in assessing pupils for the purposes of such examinations; recording and reporting such assessments; and participating in arrangements for pupils' presentation for and supervision during such examinations.

*Selection etc of staff*

(11) Contributing to the selection for appointment and professional development of other teachers, including the assessment of probationary teachers.

*Management*

(12) (a) Co-ordinating or managing the work of other teachers.  
(b) Taking such part as may be required of him in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.

*Administration*

(13) (a) Participating in administrative and organisational tasks related to such duties as are described above, including the management or supervision of persons providing support for the teachers in the school and the ordering and allocation of equipment and materials.

- (b) Attending assemblies, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions.

#### WORKING TIME

(1) After 1 August 1987 –

- (a) subject to subparagraph (c), a teacher employed full-time may be required to work on not more than 195 days in any year, of which 190 days shall be days on which he may be required to teach pupils in addition to carrying out other duties;
- (b) a teacher may be required to work at specified times and places at the direction of the head teacher or the authority as the case may be for not more than 1,265 hours in any year, to be allocated reasonably throughout those days in the year on which the teacher is required to work;
- (c) subparagraphs (a) and (b) do not apply to a teacher employed to teach or perform other duties in relation to pupils in a residential establishment;
- (d) time spent in travelling to or from the place of work shall not count against the 1,265 hours referred to in subparagraph (b);
- (e) unless employed under a separate contract as a midday supervisor, a teacher shall not be required to undertake midday supervision, and shall be allowed a break of reasonable length either between school sessions or between the hours of 12 noon and 2 pm;
- (f) a teacher shall, in addition to the requirements set out in subparagraphs (a) and (b) above, work such additional hours as may be needed to enable him to discharge effectively his professional duties, including, in particular the marking of pupils' work and the preparation of lessons, teaching material and teaching programmes. The amount of time required for this purpose beyond the 1,265 hours referred to in subparagraph (b) and the times outside the 1,265 specified hours at which duties shall be performed shall not be defined by the employer but shall depend upon the work needed to discharge the teacher's duties.

(2) In this paragraph, "year" means a period of 12 months commencing on 1 September unless the school's academic year begins in August in which case it means a period of 12 months commencing on 1 August.

## PROPOSED CONDITIONS OF EMPLOYMENT

### HEAD TEACHERS

*Reproduced below are relevant extracts from the draft Order on which the Government is now consulting.*

<i>Overriding requirements</i>	(1) A head teacher shall carry out his professional duties in accordance with and subject to –		employment, maintaining a reasonable balance for each teacher between work carried out in school and work carried out elsewhere.
	(a) the provisions of the Education Acts 1944 to 1986;		(b) Ensuring that the duty of providing cover for absent teachers, as prescribed in paragraph 3(9) of Schedule 3, is shared equitably among all teachers in the school, taking account of their teaching and other duties.
	(b) any orders and regulations having effect thereunder;		
	(c) the articles of government of the school of which he is head teacher, to the extent to which their content is prescribed by statute;		
	and, to the extent to which they are not inconsistent with these conditions,		
	(i) any provisions of the articles of government the content of which is not so prescribed;	<i>Liaison with staff unions and associations</i>	(4) Maintaining relationships with organisations representing teachers and other persons on the staff of the school.
	(ii) any rules, regulations or policies laid down by the employing authority or governing body; and	<i>Curriculum</i>	(5) Determining, organising and implementing an appropriate secular curriculum for the school, having regard to the needs, experience, interests, aptitudes and stage of development of the pupils and the resources available to the school.
	(iii) the terms of his appointment.		
<i>General functions</i>	(2) A head teacher shall be the leader of the school community, and shall be the principal representative of the school in its relationships with the authority that maintains it, the governing body, the local community and the parents of its pupils. Subject to paragraph 1 above, he shall be responsible for the internal organisation, management and control of the school.	<i>Review</i>	(6) Keeping under review the work and organisation of the school.
		<i>Standards of teaching and learning</i>	(7) Evaluating the standards of teaching and learning in the school, and ensuring that proper standards of professional performance are established and maintained.
<i>Consultation</i>	(3) In carrying out his duties he shall consult, where this is appropriate, with the authority, the governing body and the staff of the school.		
<i>Professional duties</i>	(4) The professional duties of a head teacher shall include –	<i>Appraisal of staff</i>	(8) (a) Providing information about the work and performance of the staff employed at the school where this is relevant to their future employment.
<i>School aims</i>	(1) Formulating the overall aims and objectives of the school and policies for their implementation.		(b) Supervising and participating in any arrangements within an agreed national framework for the appraisal of the performance of teachers who teach in the school.
<i>Appointment of staff</i>	(2) Participating in the selection and appointment of the staff of the school.		
<i>Management of staff</i>	(3) (a) Deploying and managing all teaching and non-teaching staff of the school and allocating particular duties to them (including such duties of the head teacher as may properly be delegated to the deputy head teacher or other members of the staff), in a manner consistent with their conditions of	<i>Training and development of staff</i>	(9) Ensuring that all staff in the school have access to advice and training appropriate to their needs, in accordance with the policies of the maintaining authority for the development of staff.

*Pupil progress*

*Pastoral care*

*Discipline*

*Relations with parents*

*Relations with other bodies*

*Relations with governing body*

*Relations with authority*

(10) Ensuring that the progress of the pupils of the school is monitored and recorded.

(11) Determining and ensuring the implementation of a policy for the pastoral care of the pupils.

(12) Determining, in accordance with any written statement of general principles provided for him by the governing body, measures to be taken with a view to promoting, among the pupils, self-discipline and proper regard for authority, encouraging good behaviour on the part of the pupils, securing that the standard of behaviour of the pupils is acceptable, and otherwise regulating the conduct of the pupils; making such measures generally known within the school, and ensuring that they are implemented.

(13) Ensuring the maintenance of good order and discipline on the school premises whenever pupils are present, including the midday break.

(14) Making arrangements for parents to be consulted and given regular information about the school curriculum, the progress of their children and other matters affecting the school, so as to promote common understanding of its aims.

(15) Promoting effective relationships with persons and bodies outside the school.

(16) Advising and assisting the governing body of the school in the exercise of its functions, including (without prejudice to any rights he may have as a governor of the school) attending meetings of the governing body and making such reports to it in connection with the discharge of his functions as it may properly require either on a regular basis or from time to time.

(17) Maintaining liaison and ensuring co-operation with the officers of the maintaining authority: making such reports to the authority in connection with the discharge of his functions as it may properly require either on a regular basis or from time to time.

*Relations with other educational establishments*

*Resources*

*Premises*

*Appraisal of head teacher*

*Absence*

*Teaching*

*Midday break*

(18) Maintaining liaison with other schools and further education establishments with which the school has a relationship.

(19) Allocating, controlling and accounting for those financial and material resources of the school which are under the control of the head teacher.

(20) Making provision, if so required by the governing body or the maintaining authority, for the security and effective supervision of the school buildings and their contents and of the school grounds; and ensuring (if so required) that any lack of maintenance is promptly reported to the maintaining authority or, if appropriate, the governing body.

(21) (a) Participating in any arrangements within an agreed national framework for the appraisal of his performance as head teacher.

(b) Participating in the identification of areas in which he would benefit from further training and undergoing such training.

(22) Arranging for a deputy head teacher or other suitable person to assume responsibility for the discharge of his functions as head teacher at any time when he is absent from the school.

(23) Participating to such extent as may be appropriate in the teaching of the pupils at the school.

(5) Without prejudice to his duties under paragraph 4(13) and (22) above, a head teacher shall be allowed a break of reasonable length in the course of each school day.

## PROPOSED CONDITIONS OF EMPLOYMENT

### DEPUTY HEAD TEACHERS

*Reproduced below is a relevant extract from the draft Order on which the Government is now consulting.*

#### *General duties*

A person appointed deputy head teacher in a school, in addition to carrying out the professional duties of a school teacher, including those duties particularly assigned to him by the head teacher, in the manner prescribed in paragraphs 1 and 2 of Schedule 3 to this Order, shall –

- (1) assist the head teacher in managing the school or such part of it as may be determined by the head teacher;
- (2) undertake any professional duty of the head teacher, including those set out in paragraph 4 of Schedule 1 which may be delegated to him by the head teacher;
- (3) undertake, in the absence of the head teacher and to the extent required by him or his employers, the professional duties of the head teacher.

*NOTE: The conditions of employment of Deputy Head Teachers would also include the conditions reproduced on pages 12 and 13.*

**This document may be photocopied**



Chancellor of the Duchy of Lancaster

 CABINET OFFICE,  
 WHITEHALL, LONDON SW1A 2AS

 Tel No: 270 0020  
 270 0296
28<sup>th</sup> April 1987
 The Rt Hon Kenneth Baker MP  
 Secretary of State for Education and  
 Science  
 Department of Education and Science  
 Elizabeth House  
 York Road  
 LONDON  
 SE1 7PH

CH/EXCHEQUER	
REC.	29 APR 1987 ✓ 29/4
BY	MR HALLIGAN
COPIES TO	CST EST EST MST MR KEMP MR GILHOOLY MR CROPPER MR TYRRE MR ROSS CROPPER

D Kemp H.

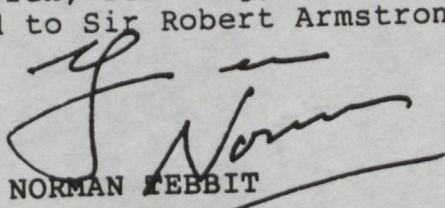
## INTERIM ADVISORY COMMITTEE ON TEACHERS' PAY

Thank you for sending me a copy of your minute of 23 April to the Prime Minister. I have since seen Nigel Lawson's minute of 27 April.

I am generally concerned that your approach to a choice of members is at odds with our wish for an independent Committee. "Independent", in this context, should not only mean independent from us. It should also mean that those concerned are not, in any sense, representatives of particular groups. Your minute, however, suggested members who are variously drawn from those associated with Labour, the 'Alliance', trades unions, industry, local government, and the headteachers. It all seems much too dependent on client groups to me. We want a Committee which will pull together in looking critically at the evidence of what is needed on teachers' pay, not a forum in which predictable strands of political opinion are brought into a consensus.

I should add my comments on the individuals you suggested. Peter Main would make a most suitable Chairman, but I would not regard Austin Bidē as a suitable second choice for this job. I would suggest you might consider, first, Sir Edwin Nixon and, secondly, Sir Kenneth Corfield (with both of whom you are familiar). I share Nigel's reservations concerning Ray Carter; and as regards Nicky Harrison, one must wonder whether it is wise to have as a member of this Committee someone who was formerly so prominent in the Burnham structure.

I am sending a copy of this letter to Willie Whitelaw, Nigel Lawson, Nicholas Edwards, John Biffen, Tom King, David Young, Malcolm Rifkind, John Wakeham, and to Sir Robert Armstrong.


 NORMAN TEBBIT