

# Raising Standards and Tackling Workload

## Implementing the National Agreement

July 2003

department for  
**education and skills**  
creating opportunity, releasing potential, achieving excellence

The Notes issued by the Workforce Agreement Monitoring Group (WAMG)<sup>1</sup> represent the agreed position of all the signatories to the National Agreement. Notes 1-3 offered practical advice and information to assist schools in preparing for the changes to the teachers' contract which will take effect on 1 September 2003 and provided details of other aspects of the National Agreement which are to be implemented.

WAMG Note 1 is of particular importance as it describes the agreed process for managing the transfer of administrative and clerical tasks which teachers will no longer routinely be required to undertake.

This note focuses on important developments relating to support staff which schools must consider.

### Regulations and guidance governing the role and deployment of support staff

The Education (Specified Work and Registration) (England) Regulations 2003 have been laid and, subject to Parliament, will take effect on 1 August 2003.

The Regulations are accompanied by guidance which has been agreed by the WAMG. This describes the issues schools need to take into account when deploying staff other than qualified teachers to work with pupils. It covers **all** existing support staff who work with pupils, not just higher level teaching assistants and new staff.

Headteachers are strongly recommended to review their current arrangements in the light of the Regulations and guidance to ensure they are complying fully with its provisions.

The Regulations and guidance are available from the DfES on [www.teachernet.gov.uk/remodelling](http://www.teachernet.gov.uk/remodelling) and the websites of other signatories.

Similar draft Regulations and guidance for Wales will shortly be issued by the Welsh Assembly Government for consultation. In relation to the roles of support staff working with pupils, these mirror the provisions for England.



<sup>1</sup> The Workforce Agreement Monitoring Group is composed of representatives from ATL, DfES, GMB, NAHT, NASUWT, NEOST, PAT, SHA, T&G, UNISON and the Welsh Assembly Government who are all signatories to the Agreement.

Prior to the outcome of the consultation and the making of the Regulations by the National Assembly, headteachers in Wales may find it helpful to refer to the draft Regulations and guidance to inform any decisions they may make about support staff roles and deployment.

## Cover Supervision

The change to the teachers' contract with regard to cover is scheduled to take effect on 1 September 2004. In preparation for this, as part of a range of options for providing cover, as detailed in the National Agreement, schools may be looking to introduce a system of cover for short-term absences provided by persons who are not qualified teachers.

The National Joint Council is currently developing job profiles for support staff as guidance for local implementation. These profiles include cover supervision. They will be available for LEAs in the Autumn term 2003.

Anyone who is not a qualified teacher who is doing cover supervision will require appropriate training, including in behaviour management. Preliminary guidance is available in the School Teachers' Pay and Conditions Document 2003 which is currently in draft form on the DfES website. In line with the National Agreement detailed national advice and guidance in relation to cover supervision will be developed.

## Funding

In his speech opening the very successful conference held on 8 July organised by the DfES in conjunction with the WAMG, the Secretary of State, Charles Clarke addressed the issue of funding of schools in England and said: *'The path for the future for me is to ensure that all schools feel confident that they have the resourcing they need over the next two years.'*

In a statement to Parliament on 17 July 2003 the Secretary of State took an important first step to securing funding stability for schools by:

- ensuring that next year every school will be guaranteed a minimum increase in funding per pupil;
- giving schools more time to plan by bringing forward the dates of the local government settlement, the passporting deadline, announcements on the Standards Fund distribution and asking the School Teachers' Review Body to report earlier on pay proposals;
- providing more stability by reversing next year's planned cuts to the Standards Fund and inflation proofing it by providing more than £400m in each of 2004-05 and 2005-06. This will ensure that schools receive the core funding they need to make progress with workforce reform as set out in the National Agreement.