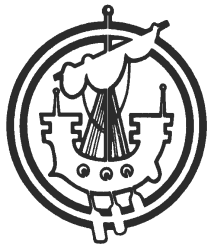


# COMHAIRLE NAN EILEAN SIAR

Department of Education

## Local Negotiating Committee Agreement

<b>Title:</b>	<b>STATEMENT ON COLLEGIALITY</b>
<b>Date:</b>	<b>15 FEBRUARY 2006</b>



# COMHAIRLE NAN EILEAN SIAR

## Department of Education

### Local Negotiating Agreement: February 2006

---

## STATEMENT ON COLLEGIALITY

This statement on collegiality at authority and school level is informed by the statement on collegiality issued by SNCT on 22 June 2002, and has been compiled in the context of a positive and cooperative working relationship in the Local Negotiating Committee for Teaching Staff in progressing the requirements of *A Teaching Profession for the 21<sup>st</sup> century*.

### Collegiality at Local Authority Level

The LNCT has agreed the following to guide practices at authority level.

1. All LNCT agreements are 'launched' by a circular signed by the joint secretaries of the LNCT. These agreements are further discussed at meetings of head teachers, or at school level, with input from management or union representatives, as required.
2. LNCT agreements are monitored effectively by LNCTs through regular reports on their application. Consultation with schools forms part of the monitoring and development process. Where appropriate joint Authority meetings, involving school management and union representatives, will be part of the monitoring process.
3. The authority includes representation from teachers on all education Working Groups. Selection of representation can be by way of Education Department volunteer database, knowledge of good practice or nomination by LNCT. LNCT is kept informed of the membership of working groups.
4. Both authority senior managers and Teachers' Side representatives regularly endorse LNCT agreements as integral to the effective functioning of the Authority and its schools.
5. Where appropriate, joint training opportunities involving school managers and union representatives on issues arising from LNCT work are arranged.
6. Training in negotiating skills is recognised and valued as a CPD activity.
7. Regular contact is maintained between LNCT Joint Secretaries.
8. Meetings of the LNCT are conducted with respect from both sides and all participants are afforded parity of esteem.
9. Agreed facility time is provided for preparation as well as participation for Teachers' Side representatives.
10. Items for LNCT agendas are treated with equal importance, regardless of which side raised them.
11. Issues are addressed diligently and not allowed to drag on from meeting to meeting.
12. LNCT sub-groups are used to develop particular aspects of LNCT business and to report back.

13. There is agreed guidance for schools regarding working time arrangements.
14. The LNCT seeks to publicise good practice and demonstrate collegiality in all aspects of its work.
15. The LNCT supports and monitors collegiate working at school level.

### **Collegiality at School Level**

**The LNCT has agreed the following as principles to which all schools should adhere in order to be representative of best practice.**

1. There are regular meetings of all staff, set in the calendar of working time arrangements with published minutes.
2. In the larger schools there should be regular timetabled meetings of managers with union representatives, with published minutes.
3. Managers recognise and acknowledge staff views during discussions and negotiations.
4. All staff can contribute to staff meeting agendas.
5. Other mechanisms are in place for all staff to make their views known and to contribute to the decision making process.
6. Staff are encouraged to consider, evaluate and comment on current or proposed arrangements. Such comments should be made in an appropriate professional manner, within the context of the issue under discussion.
7. Staff recognise and acknowledge the views and contributions made by colleagues within the context of professional debate.
8. School agreements are signed by management and unions, are accessible to all staff and copies are sent to the LNCT.
9. Construction of the Working Time Agreement involves all staff.
10. Working time agreements are adhered to by both sides and the integrity of the 35 hour working week is maintained.
11. The times allocated in the school's working time agreement to certain tasks is realistic and subject to ongoing review.
12. Involvement in decision making requires a commitment of time within a school's working time agreement.
13. Construction of the Development Plan and its annual review involves all staff.
14. The workload requirements of the School Development Plan reflect the realities of the 35 hour working week and the working time agreement.
15. All staff will have the opportunity to be involved in making school policies, which take account of the Authority's policies and procedures (e.g. absence cover and devolved budgets) and in all areas of school life.