

SLA Online

Annual rolling contract update 2016-17

Your school's Services 4 Schools 2016-17 contracts are now available on the SLA Online system. Once you have logged into the system, you can view products to purchase by navigating to the 'Services' tab. Also on this page you can download a customised brochure.

Generally, prices for products this year have risen between 1% and 3% due to additional corporate charges and inflation. Where prices do not meet this rule, we have sought to highlight them below.

2016-17 Revised Packages

School Library Service

The price of the Early Bird Library Token is held at £70 per token.

SIMS (2016 – 2018)

Schools have until March 31st to purchase and check this service out of their basket. However if planning to move away from SIMS, schools will need to have all their data removed before April 1st as they will not have access after this date. (See 'Cancelling an Annual Rolling Contract').

Broadband

Our ICT Services have procured a new a deal from Udata for Broadband and related pupil services for 2016-17 onwards. All schools should have received letters about the options available from Udata and for transition services with NCC/BT.

This section applies to all schools opting for:

Option 1: Schools which have selected the Udata offer with a monthly rolling contract with NCC until their new circuit is provisioned. This is to be completed by March 31st 2017 at the latest.

Option 2: Schools which have selected to remain on the NCC/BT contract until July 31st 2016.

Human Resource Services

HR & Payroll Services has been renamed to Human Resource Services as Payroll now has its own section. In addition, Norfolk Support Line (NSL) and Musculoskeletal Injury Rehabilitation Service (MIRS) is now included within the Health, Safety & Wellbeing Service. Therefore, schools purchasing HR Service A, B or C will find these packages no longer include the Norfolk Support Line.

Norfolk Support Line (NSL)

As previously stated, NSL is no longer incorporated in the HR Service Packages and must now be purchased as a separate item under Health, Safety & Well Being. Please note that this service will not roll forward in April,

but if you have previously purchased an HR package, NSL will be placed in your basket for check-out.

Musculoskeletal Injury Rehabilitation Service (MIRS)

If you purchased MIRS in 2015-16, this has been added to your basket and if still required, will need to be checked out.

Payroll Services

If Payroll was purchased in 2015-16, this has also been added to your basket. Please check this item out of the basket to ensure continuation of the service in 2016-17.

Education Psychology Service

Due to this service being extremely popular we are advising schools that resources are limited and that offers may be withdrawn at any time. To ensure your school maintains its current relationship with specialist staff, please purchase your package as soon as possible.

Please note that the Platinum Plus offer is no longer available to purchase.

Media Community Relations and Reputation Management

The new subscription replaces the previous two levels of support into one package. It's an insurance policy that provides professional media advice and support exactly when required.

Please be aware that if you bought level 2 package for 2015-16, this will not be rolled forward, so you will need to add this to your basket in order to receive support.

Norfolk Rewards

The charge for this service has been reduced for 2016-17 from £4 to £3 per employee.

The Contract Process

Placing items in the basket

Please note that annual rolling packages purchased for 2015-16 will have the equivalent 2016-17 offer shown on the 'Quick Buy Form' with a circled letter 'S' beside them and pre-ticked for your convenience. To remove all these ticks on the form, un-tick the 'Show Suggested Items' box located top right on the screen.

Cancelling an annual rolling contract

To cancel an existing rolling contract, go to 'Services', then 'Manage Services' and select the 'Contracts Report'. Use the filter function to list 'Rolling Contracts', click 'view' beside the contract you wish to cancel, then use the 'Opt Out' feature and always remember to click the 'Save' button.

Upgrading/downgrading a package

If you have an annual rolling contract at the moment and wish to change to a different level of support, you must cancel your existing contract (described above) and then select your new choice from the 'Quick Buy Form'.

School Federations/Partnerships

For those schools within the Federation Project Scheme, Building Maintenance Partnership and Sickness Insurance Scheme offers must be purchased at federation level (these options will not be available to the individual schools). For 2016-17 further packages and services will be available to purchase via the federation if required.

Designated staff can have the ability to sign in to both school and federation accounts.

Important:

Please ensure that all purchases and amendments are completed before the end of March as your contract **will** roll forward on April 1st. A school may not be able to withdraw after a contract has rolled forward and can be charged for any amendments following this deadline.

If you require further information or experience problems logging into the system, please e-mail us at s4s@norfolk.gov.uk.