

Children's Services
School Workforce Remodelling
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Date: 28th April, 2006

Please ask for: John Spradbery
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Your ref:
My ref: CS-JS-VW-Secondary

**To: Headteachers of all
Norfolk Secondary Schools**

Dear Colleague,

Workforce Reform

As you will know, Norfolk's **Workforce Remodelling Team** contacted every High school last term to enquire about how smoothly workforce remodelling was going (in particular how the move to TLRs had gone) and to offer Headteachers any support that they needed.

I am pleased to be able to tell you that in the vast majority of schools the whole process has gone very smoothly with new titles, job descriptions and responsibility payments agreed in a professional way. In a few schools, where the historic staffing structure was not aligned to the change in size and needs of the school, there was some real opposition to remodelling. The Headteachers of these schools were able to call upon the support of the Remodelling Team and colleagues in HR and have managed to resolve successfully almost all of the issues they faced.

A few schools were concerned that they may find it difficult to pay for their new staffing structure as well as meeting the costs of employing many more support staff. These schools were engaged in the process of revising their budget plans to ensure that they were sustainable, i.e. did not overspend in three years time.

A number of Headteachers have identified a need for ongoing training for their teaching assistants, cover supervisors and examination invigilators. This will be organised and advertised as soon as possible, and it is envisaged that training will start early in the Autumn Term. If there is sufficient interest, courses will be run in each of the five Children's Services areas.

Several Headteachers expressed an interest in the NAPTA survey, which looked at the skills and competencies of support staff and identified possible routes for their future development. It is hoped that funding may be made available for the NAPTA process to begin either later this term or in the Autumn Term. Details will be sent directly to schools as soon as possible.

Finally, if you have any concerns remaining about the workforce remodelling process, please do not hesitate to contact either Peter Simmonds, Remodelling Project Leader, on 01603 638092/754278 or via e-mail at peter.simmonds@norfolk.gov.uk; or myself on 07920 576494 or via e-mail at john.spradbery@norfolk.gov.uk.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'John Spradbery', with a stylized flourish at the end.

John Spradbery
Remodelling Project Support Leader
(Secondary)