

Caring for young minds

# The Family School London

An Anna Freud Centre Initiative

## The Family School Trust Agreement and protocol for relationships with recognised trade unions

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| Date Approved by Governors | 8 September 2016 |
| Review Date                | September 2019   |
| Coordinator                | HT               |
| Principal Signature        | Stephen Taylor   |

### At the heart of all policies at The Family School are the following principles:

- Every young person in our school, whatever his or her personal circumstances can learn and achieve.
- Every young person in our school, whatever his or her self-perception and previous experiences, has academic and creative potential to become a valuable member of society.
- The key to learning at The Family School lies within the quality of the relationships between pupils, family members, staff and the intermediate agencies with whom we work.
- The success of our school is based on high expectations, mutual trust, caring for each other and taking responsibility.
- Every young person in our school is capable of becoming an agent for change in his or her local community.

Our vision is to provide our pupils with the confidence, academic progress, and ambition to take the next steps towards a successful and productive life and to be able to contribute positively within their local community and wider society.

The Family School Trust is committed to continued joint working for the benefit of the school communities.

The protocol for relationships with trade unions set out in this agreement reflects that commitment and recognises the level of autonomy of academies.

The Trust will comply with all statutory obligations relating to trade unions and their members. Their statutory rights include:

- The right to be accompanied at a grievance or disciplinary hearing by a work colleague or trade union representative
- The right not to be subject to detriment or dismissal on grounds of trade union membership or activities
- The right to reasonable facilities and paid time off to carry out trade union duties under s168 TULRCA and the ACAS Code of Practice
- The right to reasonable paid time off to carry out union learning representative duties under the s168A TURLRCA
- The right to have trade union subscriptions deducted directly from salary

The Trust will:

- remain committed work working effectively with trade unions.
- encourage all staff to join a trade union.
- permit any trade union with members employed within a school to represent members individually in respect of matters such as capability, discipline and grievance at that school.
- Inform and consult any trade union with members employed within a school with regard to any proposed redundancies and in particular for the purpose of the information and consultation obligations under TUPE and under section 188 Trade Union and Labour Relations (Consolidation) Act 1992 (the Trust considers that each school is a separate establishment for the purpose of section 188).
- allow representatives of any union with members employed within a school access to confidential meeting rooms at that school to interview members.
- allow unions with more than one member employed within a school to have a dedicated space on notice-boards in staff rooms at that school.
- allow unions with more than one member employed within a school on reasonable notice to arrange meetings of their members on that school's premises after the end of the student day.

As part of these arrangements, the Principal and governors will continue current practices for consulting with trade union representatives locally regarding workplace reorganisation of staffing and employment matters and will agree to meet trade union representatives as necessary to discuss issues of concern.

Where disciplinary action is being considered against an employee who is a trade union representative, the normal disciplinary procedure will be followed but where possible the school with the employee's agreement will discuss the matter with an official employed by the union before commencing formal action.

The Trust will observe the statutory rights conferred on recognised trade unions by the Health and Safety at Work etc Act 1974 and the Safety Representatives and Safety Committees Regulations 1977 including the right of unions to appoint health and safety representatives.

The Trust will consult with trade union representatives (where such representatives are present) by the way of a local Health and Safety Committee for each school in relation to or the matters set out in Regulation 4A of the Safety Representatives and Safety Committees Regulations 1977 ie:

- The introduction of any measure at the workplace which may substantially affect the health and safety of the employees
- The arrangements for appointing or nominating persons to be responsible for health and safety generally, evacuation in emergencies, and for fire safety (ensuring the fire extinguishers are in place and working)
- Any health and safety information he is required to provide to those representatives and/or employees by or under the relevant statutory provisions
- The planning and organising of any health and safety training he is required to provide to those employees by or under the relevant statutory provisions
- The health and safety consequences for employees of the introduction of new technologies into the workplace.

The Trust intends to continue to observe the outcomes of the national pay arrangements whilst such arrangements continue to exist and subject to any future changes affecting all academies. Should the Trust wish to amend any of the principles and practices set out above or should the national pay and conditions arrangements change, the Trust will consult with the trade unions before any changes in employees' terms and conditions take effect.

Representatives of the Trust and the national trade unions will meet normally on an annual basis. In order to monitor the operation of this agreement and to discuss developments with regard to the Trust and its academies and any other general issues of interest or concern.

This agreement and protocol is established without the intention to create any form of contract.