

COMMUNICATION TO ALL SCHOOL BASED FSD EMPLOYEES IN DUNDEE AND PERTH & KINROSS WORKING DURING TERM-TIME FROM THE HEAD OF FM & HUMAN RESOURCES - COVID-19, 14 MAY 2021, No.47

This message contains important information for all term-time school based FSD employees in Dundee and Perth & Kinross regarding the working arrangements for the last week of term in June 2021.

It does not apply to any school based FSD employees in Angus who, unlike Dundee and Perth and Kinross based employees, were always scheduled to return on either Tuesday 11 August or Wednesday 12 August 2020. It also does not apply to employees working 45 weeks in nurseries in Perth and Kinross.

I hope that this latest briefing finds you and your family well.

Working Arrangements for the Last Week of Term in June 2021

As you are aware, Dundee City Council and Perth and Kinross Council amended the school term dates for the academic year 2020/2021, meaning that schools in these areas opened to teachers and pupils a week earlier than planned in August 2020 and will close to teachers and pupils a week earlier than planned in June 2021.

Tayside Contracts did not alter the working and non-working days for term-time employees in these council areas, with those employees who worked on what would otherwise have been non-working days in August 2020 being paid either:

- a) Payment for hours worked plus an additional payment in lieu of the untaken leave;
- or
- b) Normal pay for hours worked with the untaken leave day(s) to be taken at a later date.

All term-time employees in these council areas who received enhanced payments are required to be available to attend work or training during the last week in June 2021. However, I can assure you that you will not be required to attend for work or training unless it is an operational requirement that this work or training has to be carried out in the last week of June. Should work or training not be available for all or any of the days during that week for certain employees, or groups of employees, they will be given paid leave.

Any employee who is unable to work these days, e.g. due to childcare or other caring responsibilities, will be granted paid leave for any/all of these days.

Unless you have been advised otherwise by Friday 28 May, you are not required to attend for work or training during the last week of term in June i.e. in the Dundee area Monday 28 June to Friday 2 July or in the Perth area Friday 25 June to Thursday 1 July 2021 all dates inclusive.

Asymptomatic Testing for School and Early Learning and Childcare Setting Based Employees

Finally, I also want to take this opportunity to remind you of the School/Early Learning and Childcare Asymptomatic Testing Programme, which has been put in place as part of the package of coronavirus risk reduction mitigations in schools across Scotland.

Whilst participating in the testing programme is entirely voluntary, I am strongly encouraging all employees to participate wherever possible, in order to contribute to the wellbeing of our school community.

If you have not already consented to participate in the testing programme but now wish to do so and have misplaced the documentation previously sent to you, please speak to your line manager who will arrange for the relevant information to be re-sent to you. Please note that you will not be issued with a testing kit until you have completed and returned the necessary pro formas to confirm your consent.

Should you have any questions about any of content of this briefing please speak to your line manager or a member of our HR Team.

Please continue to refer to Tayside Contracts' website www.tayside-contracts.co.uk on a regular basis to check for further updates.

If you have not already done so and wish to provide your email address to us in order to benefit from electronic access to communications such as these, please forward your email address to Communications@tayside-contracts.co.uk We will not forward your email address onto any third parties or use it for any other purpose other than to communicate with you.

Frank Reilly, Head of FM and Human Resources, 14 May 2021

