



IAT

# TRADE UNION FACILITY TIME

2024

POLICY APPLIES TO:	ALL STAFF
DATE	SEPTEMBER 2024
REVIEW DATE:	SEPTEMBER 2027
AUTHOR:	CARL FAULKNER

IAT uses a service provided through Redcar and Cleveland Local Authority to ensure it supports the provision of Trade Union Facility Time

Buying into the pooled approach has ensured the following:

- Meeting of our statutory responsibilities under the Employment Protection Act 1975 as trade union representatives have a right to reasonable paid time off from employment to carry out trade-union duties and to undertake trade-union training.
- Meeting of our statutory responsibilities in particular circumstances, in relation to employment matters, where employees have a right to be accompanied by their trade union representative, e.g. disciplinary and grievance proceedings; and where employers are required to consult trade unions e.g. in relation to proposed redundancies, TUPE transfers, policy development and negotiate with trade unions in relation to terms and conditions of employment.
- Supporting the welfare and wellbeing of employees through appropriate access to support from trade unions and professional associations.
- Access to experienced trade union representatives serving as local union officers supporting members across schools providing advice to employees in informal processes, formally representing members in grievance, attendance management meetings, capability and disciplinary hearings, negotiating and consulting upon terms and conditions of employment, through established mechanisms, including redundancies, TUPE, and other changes schools may wish to make; and consulting upon information and policies and procedures which the schools may adopt.
- Allowing trade unions to be responsive to local employment issues.
- Resolution of issues at the earliest possible opportunity, internally where possible.
- Pooling of risk so that costs do not fall unpredictably and/or unevenly across schools.

## **Monitoring and Evaluation of service provision**

The service provided under this SLA will be reviewed annually.

Regular meetings are held with Trade Union Representatives and school representatives.

## **Schools Responsibilities**

- Allow staff reasonable time off to meet with their Trade Union Representative.
- To meet the current legal basis for time off arrangements as set out in the Trade Union and Labour Relations (Consolidation) Act 1992 and the ACAS Code of Practice on "Time off for Trade Union Duties and Activities". In addition, the Conditions of Service for School teachers in England and Wales (the Burgundy Book), sets out an agreement on facilities for representatives of recognised teachers' organisations where applicable.
- Give reasonable notice of meetings Trade Union representatives are required to attend.

## **Compliments/Complaints/Disputes**

For queries related to the contents of the agreement please contact the CEO.

**Time taken off in the previous year, by staff who are Trade Union Officials.**

0 hours