Single Status Update –November 2012

At the beginning of the project in September this year we had approximately 150 outstanding queries ranging from staff waiting on letters to outstanding appeals to deal with. At target date of 21st September 2012 was set in our action plan in which they were to be dealt with. Through the hard work of the dedicated team and co-operation of both the schools and Trade Unions all queries received up to 24th August 2012 have been looked at and the necessary action has been taken. New queries received on a daily basis are being dealt with as they are received. On average the team currently receive between 15 and 25 queries a week. However we expect this to reduce as more roles are evaluated.

Confirmation of Evaluations letters

21 Posts evaluated	162 staff	139 letters sent to date
	82 entitled to compensation	39 have signed compromise agreement

Unique Roles in Process

We have a number of roles on our schedule which are going through the process and are at different stages. These are:

Role	School	Employees
Hospitality Manager	George Mitchell School	1
Bilingual FSW	Chapel End EYC	1
Behaviour & Attendance Officer	Lammas School	1
Student Support Team Assistant	Lammas School	1
Lead Welfare Officer/Admin Assistant	Chase Lane Primary	1
Learning Administrator	Sybourn Primary	1
Finance Assistant	Thomas Gamuel Primary	1
School Club Superviso	Greenleaf Primary	1
Outreach Worker	Various	5
Family Outreach Worker	Chapel End Junior	2
Resource Assistant	Chapel End Junior	1
General Office/Welfare Support	Chapel End Junior	1
Handy Person	Brookfield House	1
Behaviour Support	Buxton	1
Learning Support Team Leader & Senior Key Stage Tutor	Buxton	1
Admin Assistant for G&T	Buxton	1
Learning & Support Officer	Buxton	1
Exams/Assessment Officer	Leytonstone, Buxton, Rush Croft	3
General Welfare Assistants	College Gardens, Buxton, Selwyn, Longshaw, Winns, Whitehall, Chase Lane	12
Administrative Assistant to the Inclusion Team	Whitehall Primary	1

Unique Roles to be processed
The following posts are yet to be looked at, however have been included in our action plan:

Role	School	Employees	Date
Home School Intervention Manager	Rush Croft	1	3 December 2012
Duty Manager / Sports Centre	Leytonstone	1	3 December 2012
Home School Liaison Officer	Various	3	3 December 2012
• Library Staff roles – Various Schools – 20 employees – 03rd December 2012	Various	20	3 December 2012
Play Worker roles	Willow Brook, Church Hill, Low Hall, Chapel End EYC & Inf, Wellington, Barclay, George Tomlinson, Winns, Woodside, Buxton, Stoneydown	30	

Site Service Officers Roles

Level 1 – 5 roles	32 schools	41 staff
Responses received	26 schools*	
Response awaited	6 schools (reminders sent)	

*9 schools have informed us that they are unable to match their SSO's to any of the Level's 1-5 roles and have shown interest in the additional Level 1a job description which is currently in process.

10 Letters have been sent to schools to distribute to staff, 3 out of the 10 employees are entitled to compensation (these staff have not to date signed agreements). Reminders have been sent to schools and we will continue to chase.

Residential Site Service Officers

Level 1 – 5 roles	20 schools	22 staff
Responses received	12 schools*	
Response awaited	8 schools (reminders sent)	

10 employees have been written to following allocation.

In response to a number of queries from Head teachers in regards to the RSSO grades we will be re-looking at the JD's which have been put together and will notify schools as we progress.

Signing Sessions

We have held 5 signing sessions since the 26th September. Out of the 82 staff invited to attend only 33 have done so and 39 staff have signed compromise agreement so far. There are still another 8 signing sessions scheduled to take place between now and end of February.

A Significant amount of contact between the single status team, schools and staff is happening on a daily basis and progress is being made. This has resulted in significant progress in taking this project forward.

Schools are encouraged to continue to send queries/correspondence to the single status email address in the first instance:
Singlestatus.schools@walthamforest.gov.uk.

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