

**DRAFT**

**REPORT TO: CHIEF EXECUTIVE**

**REPORT ON: EDUCATION DEPARTMENT: REVIEW OF SECONDARY PROMOTED POST STRUCTURE**

**REPORT BY: DIRECTOR OF EDUCATION**

**1.0 PURPOSE OF REPORT**

1.1 The purpose of this report is to propose a restructuring of secondary school senior management teams, including the provision of promoted Guidance staff. This will begin to take effect in school session 2010-2011 as opportunities arise through natural wastage.

**2.0 RECOMMENDATIONS**

2.1 It is recommended that:

- i) the allocation of Depute Head Teachers (DHTs) should be 2 DHTs in a school of roll up to 749, and 3 DHTs in a school of roll 750 or greater;
- ii) the allocation of promoted Guidance Staff be 1 Principal Teacher of Guidance per 200 pupils; and
- iii) the proposed savings described in this report be taken forward to the appropriate Committee for approval.

**3.0 FINANCIAL IMPLICATIONS**

3.1 The implementation of these guidelines would lead to the removal of 10 DHT and 21 Guidance posts. This would result in approximate savings of £844,000 in the financial year 2011-2012 and £1,352,000 in the full financial year 2012-2013.

**4.0 MAIN TEXT**

4.1 Over the last two school sessions Business Managers have been appointed to each of our secondary schools as a member of the Senior Management Team. The Business Manager is able to assume many of the areas of responsibility traditionally undertaken by DHTs, for example, SQA administration, class cover arrangements, supervision of support staff, school budget and Health & Safety arrangements. This releases time for DHTs to act as leaders of the curriculum and to take forward quality improvement in our schools. DHTs will no longer have a class teaching commitment.

4.2 Whole school leadership and management responsibilities might also be delegated to Principal Teachers (Subject). There are 17 PTs (Subject) in each school. They carry out a range of responsibilities relating to the leadership and management of a subject department. In many schools PTs (Subject) have played a more prominent role in leading school committees and working groups and taking forward projects linked to each school's improvement plan. These proposed changes to the secondary school management structure will allow these leadership roles to be

extended. Dundee has retained the post of Principal Teacher rather than move to the system of faculty heads. This means that the number of Principal Teacher posts in secondary schools is considerably higher than in the case in schools with faculty heads.

- 4.3 Currently, each Guidance PT assumes responsibility for a group of pupils in S1, follows the group throughout their school career and acts as a point of contact for parents.
- 4.4 The subject teaching time commitment of Principal Teachers (Guidance) will be reduced in order to give them more time for Guidance-related work. The intention will be that schools should introduce a system whereby all class teachers act as mentors to groups of pupils and support Guidance staff in providing pupils with pastoral support, course choice and careers advice and advice relating to relationships with peers. Guidance PTs will take responsibility for managing the work of teacher mentors.
- 4.5 Under Curriculum for Excellence, the delivery of experiences designed to promote health and wellbeing is now the responsibility of all staff and not exclusively Guidance staff. Pupils will continue to receive all the important elements of a Personal, Social and Health Education programme, such as alcohol and drug awareness, emotional wellbeing, sexual health - these may now be taught through interdisciplinary projects to which a range of class teachers contribute.

## **5.0 POLICY IMPLICATIONS**

- 5.1 This report has been screened for any implications in respect of sustainability, strategic environment assessment, anti-poverty, equality impact assessment and risk management. There are no major issues. An Equality Impact Assessment has been carried out.

## **6.0 CONSULTATION**

- 6.1 This report has been subject to consultation with the Chief Executive, Depute Chief Executive (Support Services) and Director of Finance.

## **7.0 BACKGROUND PAPERS**

- 7.1 Equality Impact Assessment.

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Director of Education

13 December 2010

JC/MW