

## **HEADS OF AGREEMENT BETWEEN MANAGEMENT SIDE OF TNC AND THE NITC 18.3.25**

*Without prejudice. These measures form part of the revised, formal 24/25 Pay Offer made by Management Side of TNC on 18 March 2025. To that extent this document must be read in conjunction with that offer and the commitments herein remain contingent on this offer being accepted and implementation of the agreement.*

### **INTRODUCTION**

1. Delivering long-term, sustained stability in industrial relations free from Industrial Action (IA), including Action Short of Strike (ASOS), is in the best interests of all parties and particularly our children and young people.
2. There is a joint commitment to 'reset' the current climate of industrial relations and so, in addition to resolving the dispute on Teachers' Pay in 2024/25, a key element in achieving stability will be delivering further progress on measures that have been jointly agreed will positively impact workload, within the context of the Jordanstown Agreement. Importantly, all parties' capacity to progress such measures is likewise dependent on sustained stability in industrial relations.
3. The purpose of this internal document is to capture further detail on the projected timelines for delivery, and enable the monitoring of progress by TNC against, the workload measures that the NITC and Management Side have agreed should be jointly progressed over the coming 12 months.

### **PROGRESS TO DATE**

4. In identifying those measures to be progressed over the next 12 months, the NITC and Management Side recognise that significant progress has been made in several areas to date. This includes:
  - ✓ **2021-24 Pay Agreement** - Resolution of Teachers' Pay, including a rise in the starting salary for teachers to £30,000 with 10.4% plus £1,000 consolidated increase applied to the other teachers' and leadership pay scales at a cost of c.£190m with c.£170m annual recurring cost thereafter.
  - ✓ **Revised Inspection Model** – Over the past three years, through a process of codesign between the Education and Training Inspectorate (ETI), NITC and the wider education system, a new model of inspection has been developed, piloted and implemented. The revised approach reduces workload for Teachers and School Leaders and offers greater ongoing professional support, focusing on supporting school improvement.
  - ✓ **Workload Agreement** – The Workload Agreement was jointly reviewed and the revised Workload Agreement TNC 2024/2 was issued.
  - ✓ **Directed Time Budgets** - training has been revised and a comprehensive online resource hub made available to all Teachers, School Leaders and School Governors.
  - ✓ **NISTR** – Following consultation the system was updated to address concerns raised by School Leaders and Teachers. The successful implementation of the revised booking system for teachers has introduced significant improvements to the system.

- ✓ **ICT** – a pilot in schools as part of the EA's EdIS programme, indicates ICT and AI offer significant potential to reduce workload and administration for teachers and school leaders. Further pilots are planned and will be evaluated with a view to developing a Business Case for investment in further roll out and training.

## **MOVING FORWARD**

5. In December 2024 an update was provided to the workforce on progress against an agreed programme of work to deliver recommendations from the Workforce Reviews under the following 5 themes:
  - New Initiatives
  - Working Hours
  - Consultation
  - School Leaders
  - Accessibility to Teachers' Terms & Conditions
6. During the 2024/25 negotiations, additional areas were identified and have been incorporated into the programme of work. These relate to:
  - Workload Agreement TNC 2024/2 and Directed Time Budgets
  - Assessment
  - Planning and Observation
7. Outlined overleaf are the measures that have therefore been prioritised by the NITC and Management Side to be progressed over the next 12 months to address these areas, taking into account the progress to date. The Workforce Review Programme of Work will be updated to reflect these commitments which now form the basis of the revised programme for the coming year.
8. All parties recognise the importance of communication to the workforce. Where possible, Management Side and NITC will jointly communicate progress, as well as share information relating to specific actions. We will promote success, whilst being transparent about any challenges, and, where necessary, seek to counter inaccurate messaging that undermines our joint commitment to securing stability in industrial relations.

## **AGREED MEASURES & PROJECTED TIMEFRAMES**

9. Projected timeframes, taken from the point an agreement is reached (unless stated otherwise), are captured below.
10. All parties are committed to delivery within the timescales outlined. Notwithstanding, they will be adjusted to take account of summer or other holidays as appropriate and it is recognised that timeframes could be impacted by a range of factors, including some out with all parties' control. If this risk is identified it will be escalated in the first instance to the relevant Working Group or Joint Secretaries for consideration.

| <b>NEW INITIATIVES</b>  | <b>PROJECTED TIMEFRAME</b>               |
|---|--|
| 1. A workload impact assessment for new initiatives will be developed at a system and school level. | Substantial progress within 6-12 months. |

| <b>WORKING HOURS</b>   | <b>PROJECTED TIMEFRAME</b> |
|--|----------------------------|
| 2. Schools will be reminded to ensure their operational hours and contact methods have been communicated to parents; including that staff are not expected to respond outside of operational hours unless in a critical incident. Governors will be reminded of the Working Time Regulations and the Department and employing authorities will be mindful of these arrangements when issuing communications. | Within 3 months            |
| 3. The Department will remind employing authorities and Boards of Governors that the provision in DE 2008/17 for two days per week release time from teaching for eligible school leaders must be protected from all other obligations so that they may concentrate on their leadership, management and administrative duties.   | Within 3 months            |

| <b>CONSULTATION</b>   | <b>PROJECTED TIMEFRAME</b> |
|---|----------------------------|
| 4. A report on the Joint Consultative Committee Pilot will be completed for consideration by TNC, subject to which consideration will be given to making a JCC Protocol available to all schools. | Within 6 months            |
| 5. EA will complete a survey of schools on the support it provides.   | Within 3 months            |
| 6. Staff Consultation Guidance for Schools, that has been jointly developed, will be agreed and issued. Principals will be advised of the importance of consultation best practice.               | Within 6 months            |

| <b>SCHOOL LEADERS</b>   | <b>PROJECTED TIMEFRAME</b> |
|---|----------------------------|
| 7. Following Ministerial approval of a revised School Development Plan process, and having engaged with NITC, DE will establish a small working group that includes school leaders to co-design the future guidance.  | Within 3 months            |
| 8. TNC 2013/4 (Procedure for Supporting Effective Teaching in Schools) & TNC 2013/3 (Procedure for Supporting Effective Leadership by School Principals) will be amended (removing the reference to 'unsatisfactory') in line with recommendation from ETI. | Within 3 months            |
| 9. Preventing Violence at Work guidance will be agreed and issued to schools.   | Within 9-12 months         |
| 10. Consistent and standardised expectations for PRSD review of school principals will be communicated.   | Within 9-12 months         |

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| 11. Following engagement with NITC, School Leaders will have the opportunity to input into Governor training through a consultative group established by EA. | Within 9-12 months |
| 12. EA will issue system-level emails to schools in line with relevant school phase where required.  | Within 6 months    |
| 13. EA will pilot in-person events aimed at providing support and guidance on critical administrative procedures.  | Within 6 months    |

| <b>ACCESSIBILITY TO TEACHERS' TERMS &amp; CONDITIONS</b>   | <b>PROJECTED TIMEFRAME</b> |
|--|----------------------------|
| 14. A central, accessible online resource will be created for DE/TNC documents relating to teachers' terms and conditions. Subsequent to which TNC will issue a communication to Boards of Governors to raise awareness of, and highlight the importance of adherence to, TNC procedures | Within 6 months            |
| 15. TNC policies, procedures and guidelines will be reviewed to ensure that they are up to date, fit for purpose and compliant with legislation and, as appropriate, reflect the position for temporary and supply teachers.   | Ongoing                    |

| <b>WORKLOAD AGREEMENT TNC 2024/2 AND DIRECTED TIME BUDGETS</b>  | <b>PROJECTED TIMEFRAME</b>                     |
|---|--|
| 16. Management Side will seek to build awareness of the existing capacity for working patterns to be managed flexibly and in such a way so as to meet the needs of the school, [school] department and if appropriate, the individual teacher; taking cognisance of, for example, the varying levels of time/workload required for assessment in the school year. | Within 3 months                                |
| 17. The Workload Agreement TNC 2024/2 will be reviewed by TNC following a full and uninterrupted academic year in operation.  | Within 12 months                               |
| 18. A draft collective grievance procedure for teachers will be progressed in line with the review of the Workload Agreement.   | In line with the timeframe of the above review |
| 19. Where an issue cannot be resolved at school level, it will be raised with the relevant trade union office who will bring these to the attention of the school improvement professional and/or the Chair of the Board of Governors as applicable.  | Ongoing  |
| 20. ETI will work with NITC and Management Side to understand concerns about the operation of Directed Time Budgets (DTB) where they are identified at school level and to facilitate agreement on how this might be best addressed moving forward.   | Within 12 months                               |

| <b>ASSESSMENT</b>   | <b>PROJECTED TIMEFRAME</b> |
|---|----------------------------|
| 21. NITC and Management Side will jointly engage with CCEA to progress a resolution in respect of workload associated with controlled assessments.  | Within 3 months            |
| 22. A longer-term review of statutory assessment arrangements has commenced, and the Minister has agreed proposals for the interim operation for 2025/26 to 2027/28 that continue to minimise workload for teachers and school leaders. Arrangements for 2024/25, as set out in the DE letter to Principals of 16 October 2024, will also ensure minimum workload by focussing only on reading and numeracy, with support materials provided by CCEA. | Ongoing as outlined        |
| 23. Management Side and NITC recognise the benefit of, and encourage continued participation in, the International Large-Scale Assessments (ILSAs), such as PISA, TIMSS and PIRLS, to showcase performance, provide a robust time series of educational attainment and a wealth of other data.  | Ongoing                    |
| 24. Management Side, further to engagement with NITC, will jointly engage with practitioners and officials to consider workload associated with, and effectiveness of approaches to, internal assessment/tracking at school level.  | Within 6 months            |

| <b>PLANNING &amp; OBSERVATION</b>  | <b>PROJECTED TIMEFRAME</b> |
|--|----------------------------|
| 25. TNC Joint Communication on Inspection will be issued to all teachers.  | Within 3 months            |
| 26. Management Side, further to engagement with NITC, will jointly engage with practitioners and officials to consider the workload associated with, and effectiveness of approaches to, short, medium & long-term planning; as well as evaluation through pupil observation in Early Years & Special Schools. | Within 6 months            |