

Report

Report to:	Executive Committee
Date of Meeting:	21 June 2023
Report by:	Executive Director (Education Resources) Executive Director (Community and Enterprise Resources) Executive Director (Finance and Corporate Resources)

Subject:	Jackton Primary School and Jackton Early Learning and Childcare Centre - Staffing Requirements
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ advise of the staffing position of the new Jackton Primary School and Jackton Early Learning and Childcare Centre (EL&CC), both due to open in August 2023

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the establishment of the management posts of Head Teacher and Depute Head Teacher to lead Jackton Primary School, due to open in August 2023 as detailed in section 4, Table 1, be approved;
- (2) that the establishment of the management posts of Head of Centre, Depute Head of Centre and Team Leader to lead Jackton Early Learning and Childcare Centre (EL&CC), due to open in August 2023 as detailed in section 4, table 1, be approved;
- (3) that the staffing requirements, based on capacity, as outlined in Table 1 for both establishments, to be established in line with standard pupil roll related procedures, ASN staffing protocols and Early Years adult:child ratios and including the staffing to cover facilities services (Janitorial, Catering, and Cleaning) be approved;
- (4) that it be noted that, as rolls increase, both establishments will continue to be staffed as required; and
- (5) that the budgetary impact of the staffing requirements for both establishments as detailed in section 5, be noted.

3. Background

3.1. The new Jackton Primary School and separate Jackton Early Learning and Childcare Centre (ELCC) is currently under construction and will be ready for occupation in August 2023.

- 3.2. The school will have 17 classrooms, a gym hall, general purpose area, separate dining hall and outside floodlit pitch available for community lets out with school use. Assuming an average class size of 30, the school will be able to accommodate 510 pupils. In addition, the school will have a 4 classroom ASN base able to accommodate up to 32 children depending on need and complexity.
- 3.3. The ELCC will be able to accommodate up to 95 children (80 x 3-4 year olds and 15 x 2-3 year olds) and will be managed separately by a Head of Centre.
- 3.4. At full capacity, the management structure of the school, given a mainstream roll of 510 pupils (plus ASN), will be 1 Head Teacher, 3 Depute Head Teachers and 2 Principal Teachers. Similarly, at full capacity, the ELCC will be managed by 1 Head of Centre and 1 Depute Head of Centre, which will operate 52 weeks per year.
- 3.5. The management posts were appointed during May/June to allow for planning and preparation of the creation of these brand-new establishments, the appointment of staff from June, liaison with families, and delivery of transition activities. The school building will also be temporarily shared with Our Lady of Lourdes Primary School for the session 2023/2024 while their school building is undergoing major works.
- 3.6. Contact has been made with parents to advise them of the management appointments and arrangements are being made for running some introductory events for children and families to attend.

4. Employee Implications

- 4.1. Teachers, Early Years and Support Staff will be established over time in line with the requirements of the roll of the new school, the ELCC and the needs of individual children. The staffing requirements of the new establishments when at capacity is set out in Table 1 below.

Table 1: Staffing establishment for Jackton Primary and Jackton Early Learning and Childcare centre.

Posts	FTE	Grade / SCP	Hourly Rate	Annual Salary	Gross Cost (incl on costs)
Jackton Primary School					
Head Teacher	1	Depute/Head Teacher 10	N/A	£76,704	£102,676
Depute Head Teacher	3	Depute/Head Teacher 2	N/A	£60,627	£243,466
Principal Teacher	2	Principal Teacher 2	N/A	£53,997	£144,561
Classroom Teachers 17 m/stream 4 ASN Base Plus CCC	22.5	Class Teacher	N/A	£47,565	£1,432,586
Support Staff Team Leader (Office) (27.5hrs per week)	1	Grade 1 Level 4 (TT)/ SCP 30-31	£12.59-£12.76	£20,448-£20,736	£26,643-£27,268

School Support Assistants (8 ASN, 7 m/stream, 1 Office) (27.5hrs per week)	16	Grade 1 Level 1-3 (TT) / SCP 27	£11.11-£12.11	£18,043-£19,680	£376,160-£414,060
Jackton Early Learning and Childcare Centre					
Head of Centre	1	Grade 4 Level 2 / SCP 82-83	£25.37-£25.77	£48,943-£49,715	£63,773-£64,778
Depute Head of Centre	1	Grade 3 Level 8 / SCP 79-80	£24.28-£24.64	£46,840-£47,535	£61,033-£61,938
Early Years Team Leader	1	Grade 2 Level 4 / SCP 55-57	£17.38-£17.88	£33,529-£34,494	£43,688-£45,359
Early Years Practitioner	11	Grade 2 Level 3 SCP 46-48	£15.80-£15.80	£29,632-£30,481	£424,710-£440,908
Early Years Support Assistants	2	Grade 1 Level 1-3 SCP 20-27	£12.11	£22,100	£58,122
School Support Assistant	1	Grade 1 Level 4 / SCP 31	£12.76	£23,286	£30,621
Facilities Services Staff					
Janitor (41.5hrs per week)	1.5	Grade 1 Level 1-3/SCP 25-27	£11.81-£12.11	£25,554-£26,204	£49,945-£51,587
Catering (37hrs per week)	4.4	Grade 1 Level 1 (TT)/SCP 20	£11.11	£19,086	£110,433
	1.5	Grade 1 Level 1/SCP 20	£11.11	£21,433	£42,277
	0.9	Grade 1 Level 3/SCP 27	£11.81-£12.11	£22,783-£23,362	£26,880-£27,649
Cleaning (37hrs per week)	3.1	Grade 1 Level 1 (TT)/SCP 20	£11.11	£19,086	£77,805
	0.9	Grade 1 Level 1(TT)/SCP 20-27	£11.11-£12.11	£21,433-£23,362	£27,927-£30,440

5. Financial Implications

- 5.1. Table 1 in paragraph 4.1 outlines the overall staffing requirement of the school at capacity. Total full year cost for staffing when at capacity aligned to current staff to pupil ratios and legislative class sizes, based on current pay agreements, is £3.383m.
- 5.2. As outlined, some of the staffing is already in place or being appointed. The staffing requirement for the first year of operation for both the school and ELCC is outlined below. This is based on current roll numbers.

Table 2: Part year staffing costs for 23/24

**Total Estimate staffing costs - Part year £m
costs for financial year 2023/24**

Jackton Primary School	£0.504
Jackton ELCC	£0.408
Facilities Staff for both establishments (Net of Our Lady of Lourdes)	£0.076

Total Part Year Costs 23/24 **£0.988**

- 5.3. Enrolment levels will be monitored to evaluate staffing requirements for August 2024 and beyond.
- 5.4. The resulting increase in staffing budget requirements for both establishments will be managed through current education budgets for 2023/24 with any required revenue consequences from this capital investment being considered as part of budget strategies.
- 6. Climate Change, Sustainability and Environmental Implications**
- 6.1. As this report relates to staffing there are no implications identified.
- 7. Other Implications**
- 7.1. There are no other implications identified.
- 8. Equality Impact Assessment and Consultation Arrangements**
- 8.1. This report does not introduce a new policy function or strategy. Or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

Tony McDaid, Executive Director (Education Resources)
David Booth, Executive Director (Community and Enterprise Resources)
Paul Manning, Executive Director (Finance and Corporate Resources)

24 May 2023

Link(s) to Council Values/Priorities/Outcomes

- ◆ Our children and young people thrive
- ◆ Inspiring learners, transforming learning, strengthening partnerships

Previous References

Executive Committee 28 March 2018
(Outcome of the Statutory Consultation on Duncanrig and Calderglen High Schools)

Executive Committee 2 February 2022
(Jackton Primary School – Full Business Case Glasgow City Region City Deal - East Kilbride Community Growth Area)

List of Background Papers

None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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