

LNCT: _____

Joint Secretaries: _____ **(Employers' Side)**

_____ **(Teachers' Side)**

1) Working Time Agreements

Please tick if the following apply:-

(a) the LNCT has issued guidance on WTAs to Schools

(b) this advice has been updated in the current session

(c) the advice takes account of CfE

(d) the LNCT monitors school agreements by:-

i) random sampling

ii) reviewing all agreements

If random sampling is used how is this agreed and what is the size of the sample?

(e) School visits have been arranged through the LNCT

If school visits have been arranged, are these arranged:-

(i) by invitation?

(ii) randomly?

(iii) arising from a concern in monitoring?

(iv) following a failure to agree?

2) LNCT Agreements

In each case below, identify whether the policy was developed by -

(a) LNCT Agreement (b) Council Working Group with LNCT input (c) Council Working Group

Do you have local policies on:

	YES	a	b	c
(i) forward planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(ii) school reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iii) assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iv) improvement planning at school and Council level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(v) timetable for CfE implementation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(vi) any other policies relevant to workload	<input type="checkbox"/>			

If YES to (vi), please list below:-

Have any of these policies been redrafted to take account of CfE? Please expand below.

3) Continuous Professional Development

Do you have an LNCT Agreement on CPD?

YES

Has this been revised to take account of CfE?

4) Joint Working

(a) Has the LNCT organised joint training/joint events?

YES

(b) If YES, have there been joint training or events in the last year?

(c) Does the LNCT have sub-groups dealing with specific issues?

(d) Are LNCT Teachers' Side members included in Council working groups?

5) Issuing of Materials

YES

(a) Are LNCT Agreements "badged" under LNCT heading?

(b) Does the LNCT issue advice as well as agreements?

6) Support Staff

(a) Does the LNCT have a monitoring role in the deployment of support staff?

(b) If YES, are there any issues which you wish to draw to the attention of the SNCT?

7) Any Other Initiatives

Are there any other initiatives in tackling workload which you wish to share with the SNCT?
