

Diocesan Schools Commissioners
Directors of Religious Education

DSC and DRE Letters are issued solely to enable you to carry out your education functions on behalf of your diocesan bishop. They often contain information of a sensitive nature and must be respected as private communications and not be shared with any third parties external to the diocese without CES consent.

Updated Model Employment Contracts for Schools and Academies

For Action

Following the conclusion of the consultation process with national union representatives, the updated model employment contracts for schools and academies are now available on the CES website. In response to feedback, the models are now provided in fully amendable word format to enable schools and academies to tailor the contracts accordingly. Whilst amendments are now possible, we would advise schools and academies not to amend the main provisions of the contracts but only to make amendments to those paragraphs highlighted in yellow. If schools and academies want to amend more than the sections highlighted in yellow, they should contact the diocese for permission and you can contact me for advice if you need to.

We would be grateful if you could let your schools and academies know that the updated contracts are now available and should be used. Please also ask your schools and academies to let their HR providers know that the updated contracts have been published. Please note that new rules come into force on 6 April concerning the contents of written particulars to be provided to employees and the updated contracts take these new rules into account. These contracts should be used for all employees starting work on or after 6 April.

If you have any questions, or if you get any feedback on the updated contracts please let me know.

Keri Goddard

Solicitor