

# Fair Workload Charter

## The GFM aims to recruit and retain staff by:

- **Ensuring they have a fair and reasonable workload**
- **Providing high quality training and professional development opportunities that meet the needs of individual members of staff**

Staff working in a GFM school can expect:

### A) A fair and reasonable workload which will be ensured by:

1. Remembering that all marking and feedback be meaningful, manageable and motivating and should serve a single purpose – to advance pupil progress and outcomes.
2. Give lesson plans the proportionate status they merit, and no more, to lessen teacher workload.
3. Look to identify blocks of time to allow for proper collaborative planning.
4. Remember planning together needs to be accompanied by regular and professional discussion which focuses on the outcomes for pupils.
5. Have high quality resources and schemes of work already in place and easily accessible.
6. Be clear on the purpose. Why is this data being collected, and how will it improve the quality of provision?
7. Be aware of workload issues: consider not just how long it will take, but whether that time could be better spent on other tasks.

8. Policies governing assessment and data entry, being reviewed during the GFM's usual cycle of workload impact assessment.

9. Providing a time budget in June each year setting out how the principles above will be implemented in the following year.

10. Employees having recourse to an external adjudication process, managed by the GFM Executive Fair Workload Charter group, where they believe their school has not delivered on the principles it has signed up to.

### B) High quality training and professional development opportunities that meet the needs of individual members of staff by:

1. Enabling staff to access the GFM training programmes.
2. Enabling staff to access the GFM 'ladder' of generic training programmes linked to different stages of career progression.
3. Ensuring staff are well trained and appropriately qualified.
4. Supporting teaching assistants in progressing to qualified teacher status where they choose to do so.

*Points 1-7 have been endorsed by the following:*

*DfE, Ofsted,*

*ASCL, ATL, NAHT, NASUWT, NUT & Voice.*

*Updated: June 2021*