

Attachment D: Placement end date dispute resolution

Placement end date planning

Principals and managers plan the optimum placement end date of individual teachers, and subsequent transfer, through the annual professional discussions, with reference to the teacher's career plans, personal circumstances and needs and school workforce planning requirements to sustain and renew educational programs. Planning for a principal's placement end date will be done in discussion with their school network leader. Such discussions will be conducted in accordance with:

- *ACTPS Education and Training Directorate (Teaching Staff) Enterprise Agreement 2011-2014*, Section S – Workforce planning, and
- *Annual professional discussion guidelines* agreed between the Directorate and the AEU and listed at clause M2 of the enterprise agreement.

A teacher may seek to have the grounds for the decision concerning their placement end date reconsidered by informing their principal within 14 days of receipt of the decision. The principal will then contact their school network leader to convene a dispute resolution panel. Similarly, a principal may seek reconsideration of a school network leader's decision concerning their placement end date.

Dispute resolution

For a teacher disputing a principal's decision concerning their placement end date, the dispute resolution panel will comprise:

- a school network leader (chair)
- a principal from another school
- an AEU nominee.

Depending on operational requirements, a panel may be established to resolve disputes across the system or in a network or for an individual case.

For a principal disputing a school network leader's decision concerning their placement end date, the dispute resolution panel will comprise:

- Director Office for Schools (chair)
- another school network leader
- an AEU nominee.

Panel considerations

The panel will consider evidence that the correct procedures were followed:

- The review of the teacher's placement end date occurred during the annual professional discussion early in the year prior to its effect.
- The principal advised the teacher of the decision concerning their placement end date following the annual professional discussion and no later than the end of term 2 in the year prior to its effect.

The panel will reconsider the reasonableness of the grounds for the principal's decision concerning placement end date, including:

- the teacher's perspective, career plans, personal circumstances and needs.
- the school's workforce planning requirements to sustain and renew educational programs.

Outcome

The chair of the dispute resolution panel will communicate in writing the outcome of their reconsideration of the grounds for the decision concerning placement end date to both parties involved. The attached template may be used for this written communication.

Placement end date dispute resolution report

Date: _____

School:

Principal 1:

Teacher:

Procedures used

The review of the teacher's placement end date occurred during the annual professional discussion early in the year prior to its effect. YES / NO

The principal advised the teacher of the decision concerning their placement end date following the annual professional discussion and no later than the end of term 2 in the year prior to its effect. YES / NO

Notes on panel's consideration:

Grounds for the decision

Due consideration was given to the teacher's perspective, career plans, personal circumstances and needs. YES / NO

The decision was reasonable on the basis of the school's workforce planning requirements to sustain and renew educational programs. YES / NO

Notes on panel's consideration:

Outcome

In reconsidering the grounds for the principal's decision concerning the teacher's placement end date, the dispute resolution panel accepts the principal's decision on the basis that correct procedures were undertaken and the grounds for the decision were reasonable in that _____

OR (delete whichever is not applicable)

In reconsidering the grounds for the principal's decision concerning the teacher's placement end date, the dispute resolution panel does not accept the principal's decision on the basis that _____

Dispute resolution panel

	Name	Signature
School network leader (chair):		
Principal 2:		
AEU nominee:		

Chair to retain and forward copies to: Principal 1, Teacher, Director Human Resources.

Placement end date dispute resolution report

Date: _____

Network:

School network leader 1:

Principal:

Procedures used

The review of the principal's placement end date occurred during the annual professional discussion early in the year prior to its effect. **YES / NO**

The school network leader advised the principal of the decision concerning their placement end date following the annual professional discussion and no later than the end of term 2 in the year prior to its effect. **YES / NO**

Notes on panel's consideration:

Grounds for the decision

Due consideration was given to the principal's perspective, career plans, personal circumstances and needs. **YES / NO**

The decision was reasonable on the basis of the network's workforce planning requirements to sustain and renew educational programs. **YES / NO**

Notes on panel's consideration:

Outcome

In reconsidering the grounds for the school network leader's decision concerning the principal's placement end date, the dispute resolution panel accepts the school network leader's decision on the basis that correct procedures were undertaken and the grounds for the decision were reasonable in that

_____.

OR (delete whichever is not applicable)

In reconsidering the grounds for the school network leader's decision concerning the principal's placement end date, the dispute resolution panel does not accept the principal's decision on the basis that _____

_____.

Dispute resolution panel

	<i>Name</i>	<i>Signature</i>
Director Office for Schools (chair):		
School network leader 2:		
AEU nominee:		

Chair to retain and forward copies to: School network leader 1, Principal, Director Human Resources.