



Department  
for Education

**Call for Evidence Response Form**

**Consultation closing date: 25 October 2013**  
**Your comments must reach us by that date**

## **Review of trade union facility time in schools**

**If you would prefer to respond online to this call for evidence please use the following link: <https://www.education.gov.uk/consultations>**

Information provided in response to this call for evidence including personal information, may be subject to publication or disclosure in accordance with the access to information regimes, primarily the Freedom of Information Act 2000 and the Data Protection Act 1998.

If you want all, or any part, of your response to be treated as confidential, please explain why you consider it to be confidential.

If a request for disclosure of the information you have provided is received, your explanation about why you consider it to be confidential will be taken into account, but no assurance can be given that confidentiality can be maintained. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Department will process your personal data (name and address and any other identifying material) in accordance with the Data Protection Act 1998, and in the majority of circumstances, this will mean that your personal data will not be disclosed to third parties.

<b>Please tick if you want us to keep your response confidential.</b>	<input type="checkbox"/>
Reason for confidentiality:	

Name:	
Please tick if you are responding on behalf of your organisation.	<input type="checkbox"/>
Name of Organisation (if applicable):	
Address:	

If your enquiry is related to the DfE e-consultation website or the consultation process in general, you can contact the Ministerial and Public Communications Division by e-mail: [consultation.unit@education.gsi.gov.uk](mailto:consultation.unit@education.gsi.gov.uk) or by telephone: 0370 000 2288 or via the Department's '[Contact Us](#)' page.

Please mark the box that best describes you as a respondent.

<input type="checkbox"/>	School	<input type="checkbox"/>	Academy	<input type="checkbox"/>	Local authority
<input type="checkbox"/>	Employer in school	<input type="checkbox"/>	Headteacher	<input type="checkbox"/>	Teacher
<input type="checkbox"/>	Trade union	<input type="checkbox"/>	Representative organisation	<input type="checkbox"/>	Governor
<input type="checkbox"/>	Parent/Carer	<input type="checkbox"/>	Interested members of the public	<input type="checkbox"/>	Other

Please Specify:

1 We would welcome views on the percentage of a school employer's pay bill that should be used to fund trade union facility time.

Comments:

2 More widely, have you any further suggestions about how facility time arrangements in schools could be made more efficient?

Comments:

3 How much time do you consider 'reasonable' time off for trade union duties for any union representative working in a school (as a percentage of contracted working hours)? Where possible we would welcome evidence and examples to support your views.

Comments:

4 Do you agree that union representatives in schools should regularly account for the duties and activities carried out during facility time to their manager and/or their employer?

☐

Yes

☐

No

☐

Not Sure

Comments:

5 a) Do you agree that details of facility time spending should be gathered and published?

☐

Yes

☐

No

☐

Not Sure

Comments:

5 b) If yes, how could a system be introduced without placing additional burdens on employers and school leaders (in both maintained schools and academies)?

Comments:

6 Do you have any additional views on trade union facility time that you would like to share? We would be particularly grateful for any examples of good practice, or examples of how facility time is currently managed in your school, academy or local authority.

Comments:

Thank you for taking the time to let us have your views. We do not intend to acknowledge individual responses unless you place an 'X' in the box below.

**Please acknowledge this reply.**

E-mail address for acknowledgement:

Here at the Department for Education we carry out our research on many different topics and consultations. As your views are valuable to us, please confirm below if you would be willing to be contacted again from time to time either for research or to send through consultation documents?

☐

Yes

☐

No

All DfE public consultations are required to meet the Cabinet Office [Principles on Consultation](#)

The key Consultation Principles are:

- departments will follow a range of timescales rather than defaulting to a 12-week period, particularly where extensive engagement has occurred before
- departments will need to give more thought to how they engage with and consult with those who are affected
- consultation should be 'digital by default', but other forms should be used where these are needed to reach the groups affected by a policy; and
- the principles of the Compact between government and the voluntary and community sector will continue to be respected.

Responses should be completed on-line or emailed to the relevant email box. However, if you have any comments on how DfE consultations are conducted, please contact Carole Edge, DfE Consultation Coordinator, tel: 0370 000 2288 / email: [carole.edge@education.gsi.gov.uk](mailto:carole.edge@education.gsi.gov.uk)

**Thank you for taking time to respond to this call for evidence.**

Completed responses should be sent to the address shown below by 25 October 2013

Send by post to:  
Facility time call for views,  
Department for Education,  
4<sup>th</sup> Floor Sanctuary Buildings,  
Great Smith Street,  
London  
SW1P 3BT

Send by e-mail to: [FacilityTime.CALLFORVIEWS@education.gsi.gov.uk](mailto:FacilityTime.CALLFORVIEWS@education.gsi.gov.uk)