

Appendix B

PUBLIC ACCOUNTS COMMITTEE			
Report Title	Schools Fairness Report		
Key Decision		Item No.	8
Ward	ALL		
Contributors	Executive Director Children and Young People		
Class	Part 1	Date:	25 March 2014

1. Summary and Purpose

This report provides information on key trends within the schools' workforce.

2. Recommendations

To note the report.

3. Background

- 3.1 A profile of the Council's workforce is published annually and was presented to the Public Accounts Select Committee on 17 July 2013. The Committee was informed that the schools data would be provided separately.

4. Data Sources

- 4.1 Some of the data provided in this report has been extracted from the School Workforce Census (SWF) 2012. The SWF was originally introduced by the Department for Education (DFE) in November 2010 to replace the various school workforce data collections that existed prior to 2010. The aim of the SWF was to reduce the number of data collection exercises by collecting all key data items in one single, consistent exercise. The census collects detailed information annually from schools (including academies) and local authorities across England on teachers, teaching assistants and other non-classroom based support staff and includes detailed characteristics data on school staff e.g. their age, gender, ethnicity and whether they work full or part-time. It also includes statistics on teacher's salaries, qualifications, sickness absence levels, number of teaching vacancies and the number of teaching posts filled on a temporary basis.
- 4.2 Other data relating to disability, absence, occupational health referrals, initial teacher training, newly qualified teachers, employee relations casework, redundancies, pupil population has been obtained from a variety of other sources including the Council's HR/Payroll system, file records and the termly Schools Census.

5. Key Statistics from the Schools Workforce Census 2012

5.1 School Workforce Numbers/Characteristics in England

- 5.1.1 At the time of the census in November 2012 there were 899,000 full time equivalent (FTE) school workforce employees (teachers, teaching assistants, other school support staff and auxiliary staff) working in publicly funded (including academies) schools in England. This was an increase of 23,200 FTE employees compared to the previous year.

Gender	% FTE of full and part time teachers	% FTE of full and part time teaching assistants	% FTE of full and part time other support staff
Female	73.3%	92%	81.5%
Male	26.7%	8%	18.5%

- 5.1.2 In contrast the data produced in earlier years via the government's 618G return shows that, for example in 2003, 69% of full time qualified teachers were female. It should be noted that the 618G data is limited as far fewer questions were asked about the workforce prior to the introduction of the School Workforce Census in 2010.

Age	% FTE of full and part time regular teachers aged under 30	% FTE of full time and part time regular teachers aged 50 and over	% of full and part time Headteachers aged 50 and over
	23.6%	21.2%	51.9%

- 5.1.3 In contrast the data available for 2003 shows that 20% of full time qualified teachers were aged under 30, 51% were aged between 30 and 49 and 29% were aged 50 or over.

Ethnicity	% of teachers in service recorded as White British	% of all non-teaching staff recorded as White British
	88.4%	88.1%

- 5.1.4 In contrast the data available for earlier years shows that in 2003 for example, 90.5% of teachers were reported to be 'White British'. However, ethnicity details were only reported for 78% of teachers at that time.

5.2 Absence

- 5.2.1 The School Workforce Census does not collect absence data for all school based employees, only for teaching staff. In the 2011-12 academic year 55% of teachers in service at any time during the year had at least one period of sickness absence compared with 56% in 2010-11. For those teachers taking sickness absence the average number of days lost was 8.1 This was a small reduction from the average number of days lost in the previous academic year – which was 8.2 days. In 2011-12 a total of 2.2 million days were lost to

teachers' sickness absence. This equates to an average of 4.5 days lost per teacher – a reduction compared with the previous year (4.6 days).

6. Representation in Lewisham

6.1 Total Employees

6.1.1 This information is taken from the School Workforce Census data.

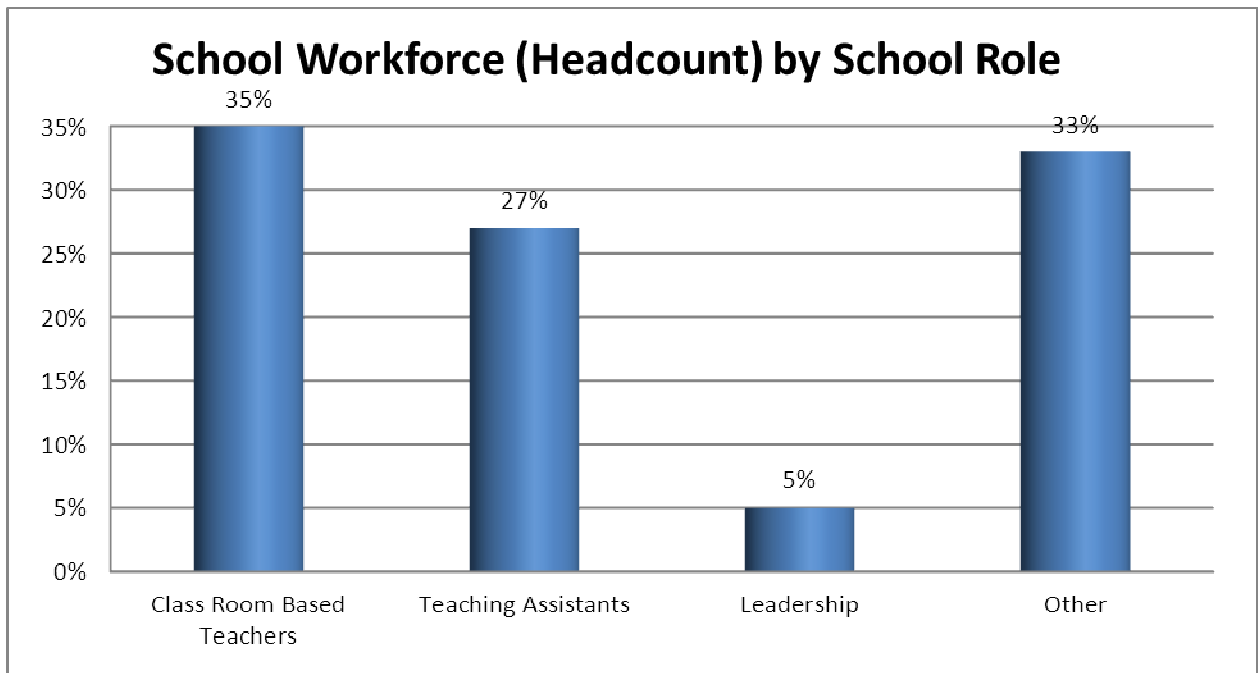
	2010/11	2011/12	2012/13
Total Teachers Headcount	2049	2028	2110
Total Support Staff Headcount	3120	3039	3161
Total School Based Employees Headcount	5169	5067	5271
Total Non School Based Employees Headcount	3790	3066	3027
Overall Total Employees Headcount	8959	8133	8298

6.1.2 This data includes the seven schools who have contracted out of the Council's payroll service and the four academies within Lewisham, employing 626 and 763 employees respectively in 2012/13.

6.1.3 In 2010/11 the schools workforce (including the academies) made up 57.6% of the overall total employees headcount; this increased to 62.3% in 2011/12 and to 63.52% in 2012/13.

6.1.4 Based on the data held on the Council's HR/Payroll system since 1993 (which excludes any schools that have contracted out of the Council's system and academies), the total employees trend including schools (as reported to the Public Accounts Select Committee on 17 July 2013) showed that the school staff headcount percentage has increased significantly over the last twenty years as the non school based employee numbers have reduced over time. In 1993 the school staff made up 32% of the total workforce, by 2003 that had increased to 50% and it now stands at 63.52% including the academies (62% excluding the academies).

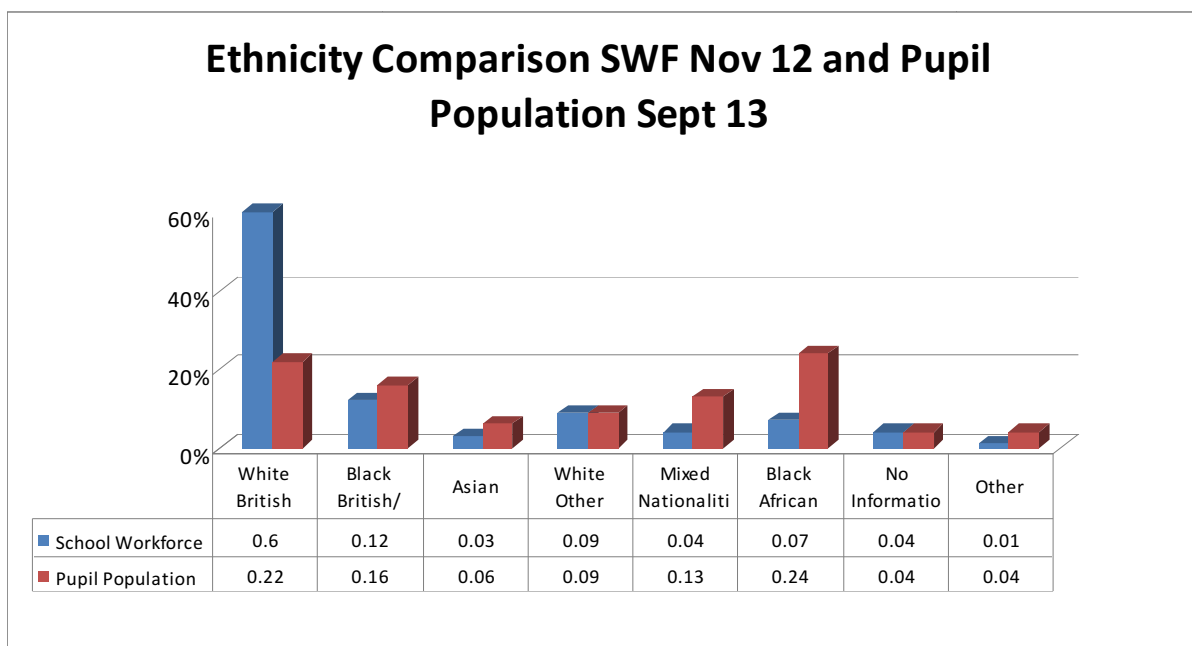
6.1.5 The growing proportion of the total workforce in schools reflects the savings agenda impacting upon the non schools workforce and the fact school budgets have been protected in cash terms, in part to reflect the growing school population.



6.1.6 The majority of school based staff in Lewisham are classroom based teachers (35%). 27% of the school workforce are Teaching Assistants and a further 5% are in leadership positions, for example Headteachers, Deputy and Assistant Headteachers. 33% of the staff are included in the 'Other' group; this includes a range of support staff roles, such as administrative staff, midday supervisors, premises staff and technicians.

6.2 Ethnicity

6.2.1 The black and minority ethnic (BME) make up of the borough in 2012 was 41% of the resident population; the Council's BME workforce at the same time was 39%. According to the Spring 2013 Pupils Census the BME make up of school pupils in the borough was 63%. This compares with 27% of the schools' workforce recorded as having a BME background in the November 2012 School Workforce Census – see graph on next page.

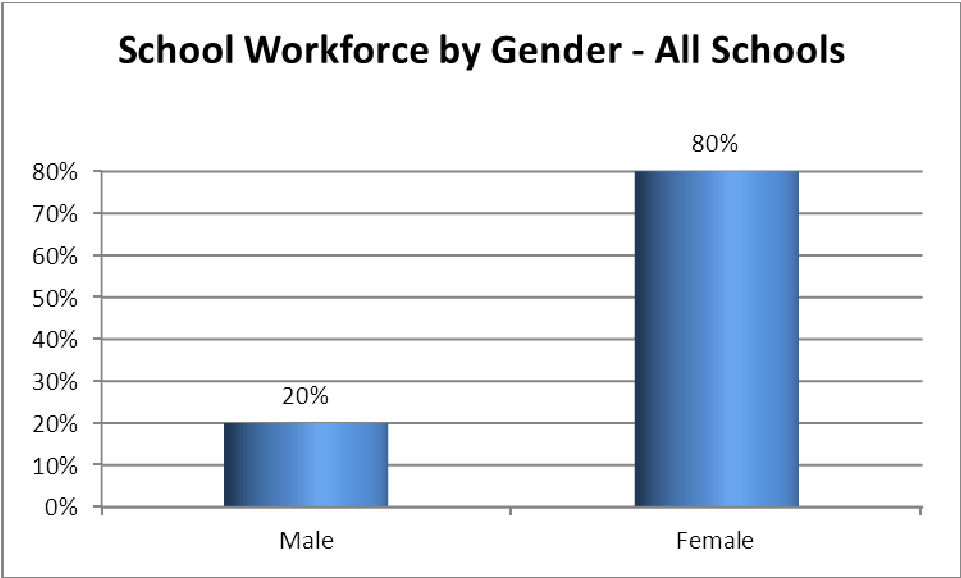


6.2.2 The date for the School Workforce Census was November 2012. The date for the pupil population was as at Spring 2013. Although the overall BME percentage of the school workforce is lower than the pupil population, the BME of teachers has increased since 2010 when it was 34% - up to 35.1% in 2012. This increase is also reflected in the increased number of newly qualified teachers from a BME background employed since 2011 – see further details in Paragraph 7 below. The BME percentage for other school based staff had also increased by 0.5% since 2010.

6.2.3 By comparison, the figures for Inner London show that the overall BME percentage of teachers was 40.3% in 2012, a 0.7% decrease from 41% in 2010 whilst for other school based staff the BME percentage had increased by 0.9% since 2010, from 52% to 52.9%.

6.3 Gender

6.3.1 According to the SWF Census 2012 the majority of the schools’ workforce are women (80%) who are well represented at all levels, including leadership.

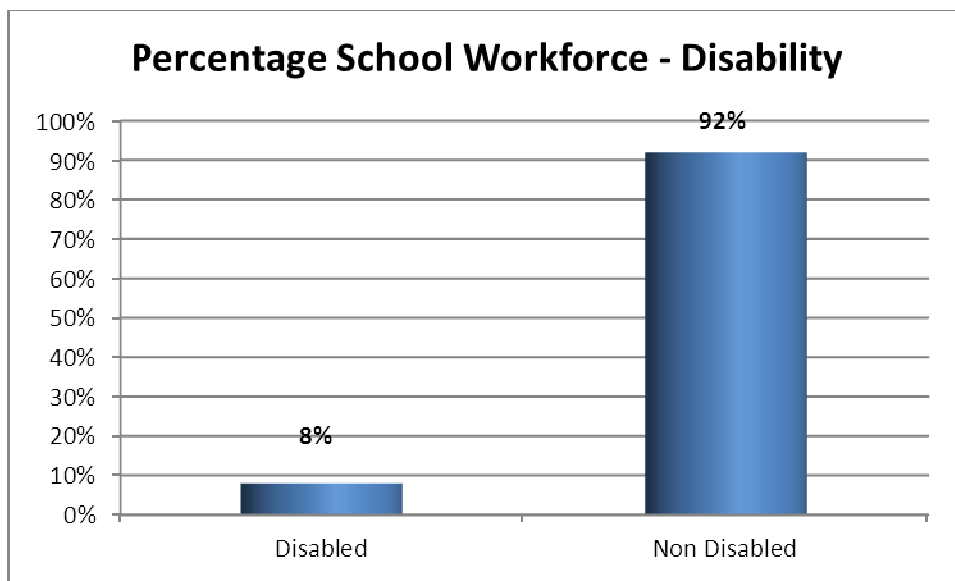


6.3.2 The overall number of male teachers in Lewisham has increased by 1.3% since 2010; the percentage of male teachers in 2012 was 28.3% compared to 27% in 2010. Similarly there has been a year on year increase in the number of male teacher trainees – see further details in Paragraph 7 below. This compares with the overall Inner London percentage of male teachers employed which is broadly the same at 28% in 2010 compared to 27.9% in 2012. The number of male school support staff in Lewisham was 19.5% in 2012 compared to 15.66% in 2010; this compares with Inner London figures of 20.33% in 2012 compared to 16.66% in 2010. Overall there has been an increase in male staff working in Lewisham schools.

6.4 Disability

6.4.1 The SWF Census does not collect data about disability, however according to the Council’s HR/Payroll system data a total of 9.3% of school based employees have declared that they are disabled in 2012, which compares to 3.5 % of non-schools employees, 4.3% of the local community and an average

5.2% across other London Councils. This percentage does not include the seven schools not on the Council's payroll system or the academies.



6.5 Part Time employees

6.5.1 The SWF Census does not collect data about all part time employees, only for teaching staff. For Lewisham this shows that 17% of all teaching staff were part time in 2012 compared to 22% in 2010 and 20% in 2011. By comparison, the Inner London figures show that 16.5% of all teaching staff in 2012 were part time compared to 18% in 2010 and 17% in 2011. Schools are finding that the school improvement agenda calls for more full time staff to provide continuity in classrooms for pupil progress. A lot of part time staff creates a need for greater management support.

6.5.2 The data available from the Council's HR/Payroll system for 2012 shows that 52.62% of all school based employees (not including the seven schools not on the Council's payroll system or the academies) were part time. Of those part time staff 89.95% were female, 10.15% were male.

6.6 Age Profile

6.6.1 The SWF Census does not collect age profile data about all school based employees, only for teaching staff aged 50 or over. This shows that, in Lewisham, 22.3% of all teaching staff were aged 50 or over in 2012 compared to 24% in 2010 and 23.2% in 2011. By comparison, the Inner London figures show that 16.6 % of all teaching staff in 2012 were aged 50 or over compared with 19% in 2010 and 18% in 2011. A number of teaching staff aged 50 or over have left under the Lewisham redundancy arrangements during the last three years which in the main accounts for the decrease in staff within that age band. Further details on staff redundancy/early retirement are provided in Paragraph 8 below.

6.6.2 A more detailed breakdown of the age profile is available from the Council's HR/Payroll system but it should be noted that this data does not include the seven schools who have contracted out of the Council's system or the academies. The total number of school based employees recorded for 2012

in the Council's system are 4325, 1845 of whom were teachers and 2480 who were support staff. This data is presented below:

Age range	Number of school based employees	Percentage of total school based employees
16 - 20	16	0.37%
21 - 25	271	6.27%
26 - 30	469	10.84%
31 - 35	519	12.00%
36 - 40	528	12.21%
41 - 45	617	14.27%
46 - 50	682	15.77%
51 - 55	615	14.22%
55 +	608	14.06%
TOTAL	4325	100%

6.7 Age by Job Type

Age range	Teaching staff		School based support staff	
	Headcount	Percentage	Headcount	Percentage
16 - 20	Nil	0%	16	0.6%
21 - 25	110	6.0%	161	6.5%
26 - 30	286	15.5%	183	7.4%
31 - 35	310	16.8%	209	8.4%
36 - 40	257	13.9%	271	11.0%
41 - 45	235	12.7%	382	15.4%
46 - 50	239	13.0%	443	17.9%
51 - 55	217	11.8%	398	16.0%
55 +	191	10.3%	417	16.8%
TOTAL	1845	100.00%	2480	100.00%

6.7.1 This data shows that 22% of the teaching workforce (excluding the schools not on the Council's HR/Payroll system and academies) is aged 51 or over; 33% of the support staff is aged 51 or over. Of the total school workforce, 28% is aged 51 or over.

6.8 Agency Workers

6.8.1 This data is not available for schools as they do not have to commission through the Council's agency managed service. There is a contract with the Lewisham Supply Service for the supply of agency teachers and teaching assistants that exists for the benefit of schools. In addition schools go to a variety of agencies by choice as well as using their own internal supply staff to provide cover as and when required. The total schools' spend on supply staff (teaching and support staff) for the last three years is:-

2010/11 - £6,014,865
 2011/12 - £5,920,087
 2012/13 - £6,040,108

6.8.2 The level of spend has remained constant over a period when pupil numbers have been growing. This would suggest that in real terms the use of supply staff has fallen.

7. Teacher Training and Newly Qualified Teachers

7.1 Initial Teacher Training (ITT) Census 2012

7.1.1 Each year the Department for Education projects the number of new trainee teachers required for the following year to ensure there are enough teachers in the state-funded system. For 2012 32,295 trainees were needed and 35,380 were recruited. The latter figure includes an estimate of the in-year starts. Of those trainees 14,620 were for secondary education and 20,760 were for primary education. The level of bursaries has increased since 2011 in order to attract top graduates in specific priority subjects. Bursaries range from £12,000 to £20,000 for maths, physics, chemistry and foreign languages. The bursary amount on offer is directly linked to degree quality and the 2012 census shows a rise in the proportion of trainees with a 2:1 or higher since the previous year.

7.1.2 The ITT census also collects information about the diversity of trainee teachers including gender and ethnicity.

7.2 Gender

7.2.1 The Teaching Agency monitors closely the proportion of primary teachers who are male with a view to achieving an increase in male trainees over time. The following table highlights the number and proportion of male primary teacher trainees in 2012 and the previous two years, as recorded in the census:-

ITT Census 2012 - number and proportion of teacher trainees by gender 2010-12			
Year	Male	Female	Total
2010/11	3,470 18%	15,310 82%	18,790 100%
2011/12	3,890 19%	16,300 81%	20,190 100%
2012/13	4,100 20%	15,990 80%	20,090 100%

7.2.2 There has been a year on year increase in the number of male teacher trainees reaching a total of 20% in 2012. This is reflected in the increase of male Newly Qualified Teachers appointed to work in Lewisham schools over the last two years, see table below:-

Lewisham Schools – number and proportion of Newly Qualified Teachers (NQTs) by gender 2011-13			
Year	Male	Female	Total
2011/12	51 22%	176 78%	227 100%
2012/13	69 27%	187 73%	256 100%

7.2.3 The overall proportion of male NQT's in Lewisham has increased by 5% in 2012/13. Compared with the national statistics Lewisham had 3% more male NQT's in 2011/12 (22%) and this had increased by a further 4% in 2012/13 (27%).

7.3 Ethnicity

7.3.1 The Teaching Agency also monitors closely the proportion of trainees who are black and minority ethnic (BME). The table overleaf sets out the numbers and proportion of BME trainees in 2012 and the previous two years, as recorded in the census:-

ITT Census 2012 - number and proportion of teacher trainees by ethnicity 2010-12			
Year	BME	White	Total
2010/11	4,530 12%	33,340 88%	37,870 100%
2011/12	4,360 12%	31,590 88%	35,950 100%
2012/13	4,250 13%	24,490 87%	33,740 100%

7.3.2 This table shows a slight increase in BME trainees for 2012/13 to 13% overall. By comparison the number of BME Newly Qualified Teachers in Lewisham has increased by 6% in the last two years, see table below:-

Lewisham Schools – number and proportion of Newly Qualified Teachers by ethnicity 2011-13				
Year	BME	White	Not given	Total
2011/12	50 22%	155 68%	22 10%	227 100%
2012/13	71 28%	169 66%	16 6%	256 100%

8. **Staff redundancy/early retirement**

8.1 In the last financial year 2012/13, 24 staff were made redundant across various schools within the borough; 13 from secondary schools and 11 from primary schools. Some of these reductions relate to changes in the additional support required or provided to pupils with SEN, others were as a result of pupil numbers falling in certain schools and therefore the resources available to those schools reducing accordingly. In previous years the number of secondary age pupil numbers had declined as part of a trend since 2010 but this is expected to increase again in 2015 when the impact of the first primary age bulge year of 2008 will be felt by the secondary schools.

8.2 In addition, although some of the staff affected were transferred under TUPE arrangements, a further 40 school based staff were made redundant/early retired as a result of the closure of two special schools (Pendragon and Meadowgate) to create a new all through age ASD special school (Drumbeat) and the transfer of a sixth form college (Crossways) to another sixth form provider within the borough.

8.3 The tables below outline the effect of the redundancies over the last three financial years as measured by different equalities criteria, namely grade, gender, ethnicity, disability and age.

Total Schools' Staff Redundant/Early Retired BY GRADE								
	2010/11		2011/12		2012/13			
					Totals including C*/P*/M* staff redundancies/early retirements		Totals excluding C*/P*/M* staff redundancies/early retirements	
	Total	% of overall total	Total	% of overall total	Total	% of overall total	Total	% of overall total
Sc 1 -2	4	15%	7	21%	9	14%	6	25%
Sc 3 - 5	15	58%	6	18%	12	19%	9	38%
Sc6 – SO1	2	8%	13	40%	5	8%	2	8%
PO1 – PO5	1	4%	0	0%	10	15%	1	4%
PO6 – SMG3	0	0%	2*	6%	3	5%	1	4%
Teachers	4	15%	5	15%	25	39%	5	21%
OVERALL TOTAL	26	100%	33	100%	64	100%	24	100%

*C – Crossways Sixth Form

*P – Pendragon Special School

*M – Meadowgate Special School

** - this includes a senior post on a Leadership salary

8.4 In 2010/11 the highest proportion of redundancies were from the Scale 3-5 grades (58%); this was due to a number of admin and support staff reorganisations taking place at that time in various schools which in the main affected staff at those grades. In 2012/13 the highest proportion of redundancies (39%) involved those teaching staff affected by the closure of the two special schools and the transfer of the sixth form as mentioned above.

Total Schools' Staff Redundant/Early Retired BY GENDER				
	2010/11	2011/12	2012/13 Totals including C*/P*/M* staff	Totals excluding C*/P*/M* staff
Male	6	7	18	5
Female	20	26	46	19
TOTALS	26	33	64	24

- 8.5 The number of female staff made redundant is consistently higher than for male staff but this is reflective of the gender breakdown in schools – with 80% of the staff being female. Of those staff made redundant since 2010, 77% were female in 2010/11, 79% in 2011/12 and either 56% in 2012/13 (for the totals including Crossways, Pendragon and Meadowgate or 79% (for the totals excluding Crossways, Pendragon and Meadowgate).

Total Schools' Staff Redundant/Early Retired BY ETHNICITY				
	2010/11	2011/12	2012/13 Totals including C*/P*/M* staff	Totals excluding C*/P*/M* staff
Black Caribbean	6	4	19	7
White British	14	24	31	14
White Other	2	1	3	0
Black Other	1	1	7	1
Mixed Other	3	1	2	0
Not given	0	2	2	2
TOTALS	26	33	64	24

- 8.6 The BME proportion of staff in schools was 31% as at November 2012. In 2010/11, 38% of the staff made redundant were BME. In 2011/12 this was 24% and in 2012/13 it was 47% including Crossways/Pendragon and Meadowgate. This increase in 2012/13 can be attributed in part to the higher number of BME staff employed at the sixth form college affected by closure.

Total Schools' Staff Redundant/Early Retired BY DISABILITY				
	2010/11	2011/12	2012/13 Totals including C*/P*/M* staff	Totals excluding C*/P*/M* staff
Disabled	1	0	3	2
Not Disabled	12	7	61	22
Not Declared	13	26	0	0
TOTALS	26	33	64	24

- 8.7 The proportion of staff in schools that had declared a disability was 9.3% in November 2012. Of the 26 staff made redundant in 2010/11 only one had declared a disability (4% of the total), in 2011/12 none of the 33 staff had declared a disability. In 2012/13, 5% of the total 64 staff made redundant had declared a disability; this was 9% of the total (24) excluding Crossways, Pendragon and Meadowgate.

Total Schools' Staff Redundant/Early Retired BY AGE				
	2010/11	2011/12	2012/13 Totals including C*/P*/M* staff	Totals excluding C*/P*/M* staff
16 - 20	0	0	0	0
21 - 24	1	0	0	0
25 - 34	6	5	9	3
35 - 44	6	6	9	2
45 - 54	6	15	19	9
55+	7	7	27	10
TOTALS	26	33	64	24

8.8 The proportion of staff over 45 that leave under redundancy is higher than the younger age groups. This reflects the decisions some older staff make to leave under voluntary redundancy arrangements as these may be beneficial to them if they have longer service and entitlements.

9. Employee Casework

9.1 The table below provides a breakdown of the number of disciplinary, grievance and capability employee relations cases handled by the Schools' HR team over the period September 2012 to August 2013.

By staff type	Capability	% of total	Disciplinary	% of total	Grievance	% of total	TOTAL	%
Teaching Staff	24	35%	33	30%	4	44%	61	32%
Support Staff	45	65%	77	70%	5	56%	127	68%
TOTAL	69	100%	110	100%	9	100%	188	100%

By gender	Capability	% of total	Disciplinary	% of total	Grievance	% of total	TOTAL	%
Male	11	16%	40	36%	2	22%	53	28%
Female	58	84%	70	64%	7	78%	135	72%
TOTAL	69	100%	110	100%	9	100%	188	100%

By ethnicity	Capability	% of total	Disciplinary	% of total	Grievance	% of total	TOTAL	%
BME	23	33%	37	34%	3	33%	63	34%
White	46	67%	73	66%	6	67%	125	66%
TOTAL	69	100%	110	100%	9	100%	188	100%

By disability	Capability	% of total	Disciplinary	% of total	Grievance	% of total	TOTAL	%
Non disabled	58	84%	106	96%	8	89%	172	91%
Disabled	11	16%	4	4%	1	11%	16	9%
TOTAL	69	100%	110	100%	9	100%	188	100%

9.2 The level of employee relations activity across the two main groups, teachers and support staff, is concentrated in the support staff group. The higher number of cases involving female staff reflects, to some extent, the proportion of staff that are female in schools. Similarly, under ethnicity, the number of cases reflects the proportion of staff that are white and BME in schools. Of the total 188 cases, 16 staff recorded as disabled were involved, 9% of the total cases; this also reflects the percentage of disabled employees in school which was 9.3% in 2012.

10. Sickness Absence

10.1 The School Workforce census only collects data for teaching staff absence. According to the data collected for 2012 which covered the 12 month period from 6th November 2011 to 7th November 2012, 58.7% of teachers in Lewisham (including the academies) had at least one period of sickness absence. This compares to 59.9% for Inner London. The average (mean) number of days lost to teacher sickness absence (of only teachers in school taking sickness absence) was 7.6 days compared with an average of 7.2 days for Inner London. The average number of days lost to teacher sickness absence (across all teachers in school) was 4.5 days for Lewisham and 4.3 days for Inner London.

10.2 Sickness absence data provided by the Council's HR/Payroll system from 1 September 2012 and 31 August 2013 is shown in the table/graph below. This also includes teachers and other school based staff from those schools that have contracted out of the Council's system but not the academies.

Totals

FTE working days lost	27,517 (Teachers 36.83%) (Support Staff 63.17%)
Long term absence	14,894
Average FTE	3,444
Average days lost	7.99 (Teachers 6.22) (Support Staff 9.57)
Average days lost excluding long term absence	3.67 (Teachers 2.94) (Support Staff 4.31)

Whilst it is noted that support staff absence is higher than for teaching staff, no formal analysis of the reasons for these differences has been carried out.

11. Occupational Health Referrals

11.1 A total of 511 Occupational Health appointments were arranged for school employees between 1 July 2012 to 30 June 2013; of those, 174 were first referrals. The reasons for the first referrals were varied, see table below:-

Reason for Referral	Number of School First Referrals	Number of Non School First Referrals
Back	8	9
Chest/Respiratory	6	9
Ear/Eye/Nose/Mouth	6	10
Genito Urinary	8	14
Heart/Blood Pressure	11	10
Infection	6	24
Musculoskeletal	43	74
Neurological	17	5
Other	4	25
Stomach/Liver/Kidney	11	26
Stress/Depression	49	49
Pregnancy Related	5	5
TOTAL	174	250

11.2 The total first referrals including school and non school based employees was 424 between 1 July 2012 to 30 June 2013; schools account for 41% of the first referrals during that period. Stress/depression referrals totalled 49 for schools representing 28% of all first referrals. Put into context this proportion equates to only 1.1 % of the schools workforce over the same period of time (49 cases out of 4322 employees). Musculoskeletal referrals were the next highest totalling 43, representing 25% of all first referrals from schools. The performance improvement agenda in schools has meant that an increased number of performance capability cases are emerging and these are often a trigger for sickness absence attributed to work related stress. The high number of musculoskeletal cases may, in some cases, be triggered by the nature of the work carried out, for example bending down to communicate with young children or moving and handling equipment etc.

12. Financial Implications

12.1 There are none arising from this report.

13. Legal implications

13.1 There are none arising from this report.

14. Equalities implications

14.1 The focus of the report is on the characteristics of the schools' workforce.

15. Environmental implications

15.1 There are none arising from this report

Background Papers

- School Workforce Census Data 2012
- School Workforce Census Data 2011
- School Workforce Census Data 2010
- Schools Employment Profile 2012
- Various Resource Link reports on staff employed in schools from 1 September 2012 to 31st August 2013
- GTC – Annual Digest of Statistics 2010-2011
- DfE National Gender Analysis
- Teaching and Development Agency (TDA) website
- Occupational Health Service Activity Reports July 2012 – June 2013
- Health and Safety Board Occupational Health and Welfare Updates March/June/Sept 2013
- Various data held in CYP