

Letter from EAs on Teaching Allowances

Dear Principal / Chair of Board of Governors

In 2007 guidance was issued on the replacement of Management Allowances with Teaching Allowances effective from 1 September 2006. Additional guidance on the award of Teaching Allowances was also included in the May 2008 guidance for Board of Governors on *The Formulation and Implementation of Salary Policy* (Section 4.7). The guidance stipulates that a Teaching Allowance can be awarded to a part-time teacher on a pro-rata basis, or shared between two job-sharing partners, but cannot be split between two or more full-time teachers.

The Teachers' Negotiating Committee have, in light of their work on the Flexible Working Scheme (TNC 2009/6), re-examined this guidance and concluded that schools should have the flexibility to determine how they wish to apportion a Teaching Allowance. TAs may be split between a combination of full-time teachers, part-time teachers or both, provided that the full value of the TA is used and not exceeded. A part-time teacher may be awarded a TA on a pro-rata basis commensurate with his/her hours; and, if appropriate, the balance of that teacher's allowance may be awarded to another part-time (or full-time) teacher. The annual value of a TA shall be determined in accordance with DE Circular 2006/27 (see Appendix 9 of Guidance for Boards of Governors on the Formulation and Implementation of Salary Policy).

The Guidance to Boards of Governors on the Formulation and Implementation of Salary Policy has been revised accordingly and placed on the employing authorities' websites. The amended version is also available on the Department of Education's website.

Any enquiries regarding this change should be made to the relevant HR contact.