

Teacher Job Sizing

FREQUENTLY ASKED QUESTIONS

Q1 - Why has my post been identified by the authority as meeting the criteria for re-sizing?

The review criteria have been met for your post based on when the post was **last sized**. The review criteria are documented [here](#).

- One type A change automatically initiates a re-job sizing of the post.
- Two type B or one type B and two type C changes are required to initiate a re-job sizing.
- Four type C changes are required to initiate a re-job sizing.

Teacher Job Sizing Co-ordinators will confirm the review criteria met in respect of your post prior to re-sizing. A post cannot be re-sized if the review criteria is not met.

Q2 - Why doesn't my post meet the criteria for re-sizing?

The review criteria have not been met for your post based on when the post was **last sized**. The review criteria are documented [here](#).

- One type A change automatically initiates a re-job sizing of the post.
- Two type B or one type B and two type C changes are required to initiate a re-job sizing.
- Four type C changes are required to initiate a re-job sizing.

If these changes cannot be identified then the review criteria has not been met and a re-sizing cannot be undertaken.

Q3 – What data is used for teacher job sizing?

The whole school data used for teacher job sizing is the census data collected annually in September of each year. Base-line data is required on an annual basis for re-sizing due to the fluctuations over the year in school roll and staff numbers. The previous year's whole school data is used for re-sizing. For example, whole school data collected in 2013 is used in 2014.

Q4 - Why has my post been identified for re-sizing and others in the same establishment haven't?

Prior to the teacher job sizing annual exercise that was undertaken in 2013, Aberdeenshire Council only sized posts at their creation, when there was a vacancy and the review criteria was met or when a personal re-sizing was requested and the review criteria had been met. This led to posts in the same establishment being re-sized in different years and consequently meeting varying review criteria in altering years.

As this exercise is now being undertaken annually, it is likely that in subsequent years all posts within an establishment will meet the same review criteria in the same year.

Q5 - Why doesn't the salary point for my post match other post-holders with comparable school rolls?

Other factors, aside from school roll determine the salary point of a post. These include staffing numbers, free school meals, transport, line management responsibility, curriculum development and quality assurance responsibilities, whole school policy and implementation responsibilities and responsibilities for working with partners.

These factors can lead to variances and potentially different salary points for posts.

HR & OD POLICIES

human resources and organisational development

Q&A

Q6 - How do I request a personal re-sizing?

Contact teacher job-sizing co-ordinators on teacher.job-sizing@aberdeenshire.gov.uk indicating the [review criteria](#) met in respect of your post.

In order to progress a personal re-sizing, teacher job-sizing co-ordinators must be in agreement that the review criteria has been met.

There are two points in the year when a personal re-sizing is considered:

- December - The closing date for applications is the last Friday in December.

and

- May - The closing date for applications is the last Friday in May.

If an application is received outwith these times, it will be held until the next scheduled date of reviews.

Under normal circumstances, a post will only be reviewed once in any twelve month period.

