



# **The John Fisher School Redeployment Policy**

**Responsible:** Governors' Resources Committee  
**Next Review Date:** October 2021

Nurturing young Catholic gentlemen  
Aspiring for Academic, Cultural & Sporting Excellence

## **1. Overview**

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- 1.1 The School is committed to be a good employer and as the school transforms and adapts to change, it wants to ensure the interests and concerns of employees are well managed.
- 1.2 This Redeployment Policy provides a collegiate approach across the school that will help to ensure that best endeavours are used to help surplus staff avoid redundancy for those who want to continue their careers at the school.
- 1.3 This policy should be read in conjunction with the school's Redundancy policy.
- 1.4 This policy lays down guidelines for the School's management in respect of the requirement to seek to identify suitable alternative employment for surplus employees whose jobs are being made redundant as a result of reorganisation and change management proposals.

## **2. Redeployment across the School**

- 2.1 The school's management endeavours to avoid compulsory redundancies. However, in the event that circumstances change and the result is that fewer employees are needed to carry out some or all of the work required by the school, then it may become necessary for posts to be lost. In such circumstances, the school will try and reduce posts via voluntary severance/early retirement and natural wastage where possible before compulsory redundancy is considered as a last resort.
- 2.2 If it should become necessary for the school to consider redundancies, the school's management will notify employees at risk and trade unions at the earliest possible opportunity of the reason(s) for the potential redundancy situation and its proposals.
- 2.3 The school's management will also, as part of the process of seeking to redeploy those whose jobs have been declared redundant, continue to advertise all vacancies.
- 2.4 The school recognises that redeployment into a different role or discipline constitutes a change to an individual's contractual terms of employment and therefore cannot be implemented without his or her consent.

## **3. Available alternative positions within the School's employment**

- 3.1 The school aims to ensure that all staff subject to redeployment are treated in a fair and consistent manner and in accordance with relevant employment legislation.
- 3.2 Where the school's management believes that an available alternative position may be suitable for a particular employee or where an employee has expressed an interest in an advertised position, the employee will be

interviewed as a redeployee as long as they are able to demonstrate they meet the criteria set out.

- 3.3 Redeployment opportunities will be restricted to posts at the employee's commensurate grade, although posts at a lower grade will be presented where appropriate or where the individual has requested.
- 3.4. The key purpose of the interview will be to establish whether or not the position is suitable for the redeployee, taking into account the person's background, grade, skills and type/level of experience, as well as the terms and conditions applicable to the post in question and its location.
- 3.5. Where a redundant employee is considered for an available alternative position, the interview panel reserves the right to make the final decision as to whether or not to offer the employee that position.
- 3.6. If an offer of suitable alternative employment is made, but the employee unreasonably refuses to accept it the employee would lose his/her right to a statutory redundancy payment.
- 3.7. However, if it is accepted that the alternative employment offered is not entirely suitable for the employee and/or the employee's refusal of the offer is reasonable in the circumstances, he/she will be treated as having been dismissed by reason of redundancy on the date that his/her original job came to an end. In these circumstances, the employee will retain the right to a statutory redundancy payment.

#### **4. Trial period**

- 4.1 Where alternative employment is offered and accepted in a redundancy situation, it is the school's policy to operate a trial period of up to a maximum of three months in the new post. The statutory period for a redeployment trial is four weeks but in the event it is felt that a longer period is required, normally for training to be undertaken, this time period may be extended by written agreement by the school's management before the start of the trial period.
- 4.2 The trial period enables both the employee and the school through the new line manager to assess whether or not the post is genuinely suitable for the employee. The school's management reserves the right to make the final decision on this matter, although the views of the employee will be taken into account. An appeals process will not be available.
- 4.3 In the event that the school decides to terminate the employee's employment at the end of the trial period the employee will retain the right to a statutory redundancy payment.
- 4.4 The relevant date for the purposes of calculating redundancy pay in these circumstances will be the date on which the employee's original job ended (and not the date that marked the end of the trial period).