



# PRINCIPALS FEDERATION OF WESTERN AUSTRALIA

*The collective voice for school leaders*

## PFWA LOG OF CLAIMS 2023

### **CONSULTATION**

The PFWA Log of Claims was developed through a consultation process driven by a working party sub-committee consisting of Principals and Deputy Principals. Consultation took the form of sub-committee members reaching out to their colleagues and the President seeking feedback from school, network, regional and collegiate settings. The draft Log of Claims was ratified by the Executive before submission to the full Council for final approval.

### **TERM: 2 YEARS**

#### **Key deliverables for this Agreement:**

- Attraction and retention of quality leaders to Principal and Deputy Principal roles through Reclassification of leadership positions – L3 and above and improved working conditions, including wellbeing focus.
- Bring salaries to a level that compares with other states and is reflective of the increased responsibilities, accountabilities and workload of principals and deputy principals.
- Enabling the principal class to effectively lead their schools and have the best instruments and conditions to achieve school development and improvement.
- Focus on the wellbeing for members of the principal class (response to research, current demands, increasing aggression and violence, community expectations).

### **GLOSSARY**

Unless specified separately, Principal Class means Principals, Deputy Principals, Associate Principals and Vice Principals.

WH&S – Work Health and Safety.

LSL – Long service leave.

DoE – Department of Education.

Theme	Number	Claim
<b>Principal Class - Attraction and Retention</b>	1.	The Classification Review to be implemented within the term of this EBA to achieve: <ul style="list-style-type: none"> <li>• Separate Principal Class salaries from the Level 3 Classroom Teacher, HOLA/Program Coordinators.</li> <li>• Recognition of District High Schools as Level 5 and 6 schools.</li> <li>• Recognition of Agricultural Schools as Senior High Schools.</li> <li>• Equity at each increment point across each level of Principal Class salary.</li> <li>• Secondary Deputy Principals at Level 4 earning a salary at Level 5.1A upon promotion to Level 5 commence at Level 5.2.</li> <li>• Principals to receive an allowance above the base salary to recognise end of line responsibilities.</li> </ul>
	2.	That the Principal Class to receive: <ol style="list-style-type: none"> <li>(a) An increase of 7% in line with CPI for first year of the Agreement to all salaries and allowances and, for Principals at every level to receive an additional 4% in recognition of increased responsibility, accountability and workload in relation to end of line responsibilities.</li> <li>(b) An increase of 7% in the second year of the Agreement to all salaries and allowances, or national CPI, whichever is greater.</li> <li>(c) Should another public sector union receive a higher wages offer before this agreement expires it will replace the current wages offer of this agreement.</li> </ol>
	3.	The Principal Class to be eligible for all allowances available to other government sector employees, including where they take on internal relief and where they work outside of school hours organising relief teachers, and further, where the Principal Class take on cleaning and gardening duties.
	4.	Principal Class officers working in regional areas to receive free GROH housing.
	5.	The locality allowance to be reviewed to reflect increases in the CPI over the period 2013 - 23.
	6	DoE in consultation with the PFWA commit to review all other allowances – CTP, MTP, RIF.
	7.	In alignment with existing Public Sector Management workforce rules, Principals, in consultation with the Director-General, can access part time hours.
<b>Professional Development and Growth</b>	8.	Principal Professional Review <ol style="list-style-type: none"> <li>(a) That the current Principal Professional Review be replaced by a performance management instrument, consistent with that expected of other Education Act staff, and the compliance element be developed in consultation with the PFWA.</li> <li>(b) That the DoE, in consultation with the PFWA develop, a genuine and authentic professional development and growth model that Principal Class members may choose to engage with.</li> </ol>
	9.	A targeted initiative to be allocated to each school to be used specifically for support of the Principal Class to enhance their professional development.

	10.	That the Principal Class be entitled to take up to 20 working days sabbaticals per annum linked to school leadership.
<b>Work-place health and safety</b>	11.	<p>(a) The Principal Class can delay LSL for a period of 2 years if it becomes due within two years of starting a new appointment.</p> <p>(b) In the event the Principal Class chooses to expend their LSL by taking one school term as one period of leave, the remaining days can be expended flexibly, but must be used by the date of the next LSL anniversary date.</p> <p>(c) In times of extraordinary workforce issues (eg, staffing shortages) LSL can be deferred for an additional 5 years.</p>
	12.	Principal Class who are financially disadvantaged by the workers compensation salary capping provisions of the workers compensation legislation, be permitted to claim a top-up payment against accrued personal leave credits so as to prevent loss of earnings during an active workers compensation claim.
	13.	<p>The DoE</p> <p>(a) to provide WH&amp;S experts to schools to support and manage work-place health and safety. Schools to be resourced through the provision of a targeted initiative, a WH&amp;S officer to support building the capacity of school leaders to implement workplace safety policy and regulations:</p> <ul style="list-style-type: none"> <li>i. 0 – 100 students 0.2FTE</li> <li>ii. 101 – 300 students: 0.4FTE</li> <li>iii. 301 – 600 students: 0.5FTE</li> <li>iv. 601 – 800 students: 0.6FTE</li> <li>v. 801 – 1000 students: 0.8FTE</li> <li>vi. 1,000+ students: 1.0FTE</li> </ul> <p>(b) to conduct regular workplace safety audits to identify high risk schools, in relation to security and safety.</p>
	14.	Targeted initiative or subsidy, providing funding for members of the Principal Class to have an annual health check should they choose to do so.
	15.	Principal Class officers required to attend to the management of extraordinary events outside of regular work hours have access to additional special leave in consultation with their Director of Education.
		16.
<b>Principal Class Workload</b>	17.	Deputy Principals to be provided 90 minutes per week clerical support as per HOD, HOLA and Program Coordinator. This is to be allocated by the Principal in consultation with the individuals concerned.
	18.	The School Annual Report is generated by the DoE and signed off by the Principal.
	19.	The DoE, in consultation with the PFWA, conduct a review of the recruitment management systems (RAMS etc) to reduce unnecessary workload for Principals.
	20.	Where there are workload implications for the Principal Class arising from another union's EBA claims, the PFWA to be consulted prior to agreement being reached between DoE and the specific

		union to ensure that the agreed outcomes do not result in an increased workload for the Principal Class.
	21.	Whereby the Principal Class is responsible for lease management of facilities to external bodies, that they receive an allowance agreed between the PFWA and DoE.
	22.	If the full-service school model is to be investigated as a Government priority, the PFWA is included in any working party established as a consultative mechanism.
	23.	Expand the Principal's delegation rights at the school level for workflow items required by DoE.
	24.	All schools granted funds as a targeted initiative to assist with the ever-increasing administrative work required of the Principal Class.
	25.	DoE to commit to a review of Schools Resourcing (Disability) in consultation with the PFWA
	26.	Specialist teams to be established across the state to achieve resolution for students with complex needs.
	27.	The continued funding by way of a targeted initiative for district high schools to enhance the capacity of Principals to adequately staff their secondary programs.
<b>Principal Class' authority and ability to lead the school</b>	28.	Principals will have the authority to ensure that the use of DOTT time is for teachers to focus on teaching, learning and assessment. Activities undertaken during DOTT time may include, but are not limited to: (a) preparing materials; (b) planning lessons; (c) finding resources; (d) professional reading; (e) setting up for lessons; (f) record keeping/report writing; (g) supervising students in a non-classroom environment such as sports carnivals and excursions. (h) meetings with year group/faculty teams for planning and moderation; performance management. (i) assemblies and whole school events
	29.	Principal Class officers have the authority to enter classrooms for formal and informal lesson observation, to improve teacher practice and quality of learning.
	30.	The Principal may direct, as per the current EBA, there continue to be staff meetings, whereby the Principal will set the agenda, outside student instruction time totalling five hours per term. These meetings will be used for collaborative purposes to improve the school's performance. Whole of staff meetings may include meetings of groups of teachers working in phases of learning or learning areas.
	31.	School development days (a) While the two school development days at the commencement of each school year are for the purpose of whole school planning and development, where time permits, Principals are encouraged to set aside a period of time for teachers to plan and prepare their own classroom for the return of students. (b) Two additional school development days to be allocated for additional training of staff required for managing students with complex needs, work place safety issues and other such whole of school priority/high risk training and upskilling as required by the Principal.

	32.	Education Support school/centre definition to be widened to include all current endorsed educational support programs.
	33.	DoE commitment to a formal full review of the Collegiate Principal role in consultation with the PFWA.