Template letter to send to local employment agencies

[Your Name/NASUWT position]

Address line 1

Address line 2

Postcode

[Recipient’s Name]

Address line 1

Address line 2

Postcode

Date

**Adapt and amend this letter according to the specific circumstances in your Local Association/ region**

**Supply teachers’ pay and conditions of service**

Dear [insert name]

As you will appreciate, supply teachers are committed and dedicated professionals who provide an invaluable resource for schools. As such, supply teachers make a vital contribution to securing high educational standards for all children and young people.

Whilst supply agencies are, of course, free to set their own remuneration rates, NASUWT supply teacher members report to us that the disparity between the rates of pay offered by supply agencies in comparison to other teachers has resulted in a situation where many supply teachers have not seen their remuneration increase substantially since 2014.

The majority of supply teachers report that they are paid between £100 and £149 per day, whereas the average daily rate for a classroom teacher employed by a school is £217.22.

Indeed, if employed for all 194 days of the 2021/22 academic year, just over two fifths of supply teachers (41%) could expect to earn a salary less than or equivalent to £9,894 to £23,086 for the academic year 2021/22. Such rates of pay would currently see a supply teacher earn £15,820.70 to £3,191.30 below the minimum advisory pay spine (M1), as detailed for teachers in England for 2021/22.

This demonstrates that the increased reliance on agency working has led to a reduction in the pay and conditions of service of supply teachers. Rates of pay of supply teachers have remained stagnant for the overwhelming majority of supply teachers and have been eroded by inflation.

This situation has been compounded by the cost-of-living crisis and levels of inflation, which is at the highest level for nearly 30 years and, at the time of writing, Retail Prices Index (RPI) inflation has reached the highest level for nearly 40 years.[[1]](#footnote-1)

The Union would hope that [insert name of agency here] has a shared aspiration to secure and sustain high standards of education by paying supply teachers at rates that are commensurate with their experience and expertise, and treating supply teachers with the respect they deserve.

With this in mind, the NASUWT asks [insert name of agency here] to confirm the following:

* that it will be paying supply teachers who work for the agency at a daily rate that is commensurate with permanent teachers and their level of experience and expertise;
* that it will reduce the level of finder’s fees which it charges when a school seeks to procure a supply teacher;
* that all fees and deductions the agency can legitimately charge will be reasonable and proportionate;
* that it will seek to provide free career professional development (CPD) for all of its supply teachers, including liaising with local schools to permit supply teachers to access school based CPD when on an assignment (either short or long-term);
* that it will adopt appropriate policies and procedures when dealing with supply teachers, including permitting the right to be accompanied by a trade union representative; and
* that it will look to offer enhanced pension provision for supply teachers.

[Feel free to insert any other issues here, such as those relevant to supply teachers in the local area/region.]

I look forward to hearing from you.

Yours sincerely

[Insert name]

1. ONS, *Consumer Price Inflation*, UK: April 2022 [↑](#footnote-ref-1)