

Redundancy Policy

This policy is effective in all academies within the Learning without Limits Academy Trust

Associated Policies:	
Code of Conduct	Academy Restructuring Policy
Data Protection Policy	

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1. Introduction

- 1.1 This policy sets out the Learning without Limits Academy Trust's approach on handling all potential redundancy situations.
- 1.2 An employee may be dismissed due to their post being made redundant where the requirements for the employee to perform work of a specific type, or to conduct it at the location in which they are employed, has ceased or diminished.
- 1.3 The Trust will endeavour to mitigate the need to make compulsory redundancies and will consider all reasonable alternatives, prior to that being necessary.
- 1.4 There are three areas of the law to consider:
 - 1.4.1 The need to treat each individual employee fairly - this means making sure all redundancies are bona fide and handled sensitively. This will ensure compliance with the right not to be unfairly dismissed.
 - 1.4.2 The need to consult the Trust's

in good time. In doing so, we will not discriminate directly or indirectly on the grounds of any protected characteristic or against part-time or fixed-term employees.

2.5

As part of the application of this policy, the Trust will collect, process and store personal data in accordance with our data protection policy. We will comply with the requirements of Data Protection Legislation (being (i) the General Data Protection Regulation ((EU) 2016/679) (unless and until the GDPR is no longer directly applicable in the UK) and any national implementing laws, regulations and secondary legislation, as amended or updated from time to time, in the UK and then (ii) any successor legislation to the GDPR or the Data Protection Act 1998-2018 (A0.0018.81D)-5.5 (at)-3 (a)10.6 eruta ei t()TJ0 Tc 0 Tw (T)Tj.6 (P6TJ-o)-6.6 (n).

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- 6.6.5 Reducing overtime/additional hours
 - 6.6.6 Offering reduced working time including job-sharing or other flexible working arrangements, where these are practicable
 - 6.6.7 Inviting applications for early retirement or voluntary redundancy. In all cases the decision to release an employee under such schemes will be at the absolute discretion of the Trust.
- 6.7 Any measures we adopt will not adversely affect an Academy or the Trust and the quality of teaching and learning provided to our pupils.

7. Selection

- 7.1 Where a process of selection is required, the criteria used to select will be objective, robust, transparent, non-discriminatory and fair, and based on the skills required to meet our existing and anticipated Academy or Trust needs. We will consider the most appropriate method of selection in relation to the circumstances surrounding the specific redundancy situation and the proposed selection criteria will be consulted on during the consultation process. Where there are the same number of incumbents as there are roles proposed to be reduced, then the selection criteria will be on the basis that they occupy that role.
- 7.2 Individual employees who are provisionally selected for redundancy following the application of the selection criteria will be informed and (where appropriate) invited to a meeting at which they will be given an opportunity to make representations that the application of the criteria is unfair or has been applied incorrectly as part of the consultation process.

8. Making Compulsory Redundancies

- 8.1 When it is not possible to avoid making compulsory redundancies, employees who remain at risk of redundancy will be invited to a consultation meeting to consider redundancy.
- 8.2 Where selection for redundancy is confirmed, employees selected for redundancy will be given notice of termination of employment in accordance with their contract of employment and written confirmation of the payments (and how it has been calculated) that they will receive (where applicable).
- 8.3 Employees will be given the opportunity to appeal against this decision. Details of the appeals process will be provided to the employees when the decision is made. Please refer to the LwLAT Academy Restructuring Policy.
- 8.4 Depending on the circumstances, the Trust may waive its right to insist on employees working their notice and instead give a payment in lieu of notice.

9. Support

- 9.1.1 We will make every effort to redeploy any employee who is selected for redundancy to suitable alternative work and inform them of any vacancies that

- One week's pay for each complete year of service aged 22 or over but under the age of 41*
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