HUMAN RESOURCES DIRECTORATE

Mr Stewart Little
General Secretary
Public Service Association of NSW
GPO Box 3365
SYDNEY NSW 1300   DGL18/586

By email: slittle@psa.asn.au
Attention: Anthony Wright anthony.wright@psa.asn.au

Dear Mr Little

I write in response to your letter of 10 August 2018, to Mr Mark Scott AO, Secretary, Department of Education, regarding job security for employees at Picton High School during the current rebuilding project (your ref: AW:cj). The Secretary has asked me to respond on his behalf.

The department has a staffing formula which is based on the number of enrolments at each school. When actual enrolments are confirmed at the beginning of the year, the HR Corporate Recruitment team undertakes the staffing operation to review increases or decreases in entitlement based on the number of enrolments.

If it is determined that the School Administrative and Support Staff, General Assistant or Farm Assistant entitlement requires amendment, the school and staff member are notified. At this time, the Corporate Recruitment team seek to identify alternate positions that will make up the lost hours within identified preferences for the affected staff member.

At this time, the department are unable to support the suspension of a potential decrease staffing allocation based on a predicted entitlement. Based on the submitted anticipated enrolments, it is projected that the only role that may be affected by a drop in student enrolments at Picton High School is the School Administration Officer. This is predicted to be a reduction in entitlement by 0.4 hours per week based on anticipated enrolments submitted by the principal.

Should you require further information, please contact Melanie Tauasa, Corporate Recruitment Manager, by telephone on 9836 9607, or email at melanie.tauasa@det.nsw.edu.au.

Yours sincerely

Trina Schmidt
Executive Director, Human Resources
29 August 2018