

Three Counties Academy Trust



Dignity at Work Policy and Procedure

#HR12

Last amended 5th July 2026 (v1.0)

Policy lifespan: As determined by Hoople HR. Subject to annual compliance check. Next full review 30th June 2028.

Statement of intent

At Three Counties Academy Trust (TCAT), we want to invest in our staff and provide them with a secure and long-lasting relationship as employees of TCAT.

TCAT believes we should treat everyone with respect and a very important part of what we do involves our wonderful staff team.

The purpose of this policy is to provide clear, consistent, and fair procedures that enable school leaders to apply performance related pay principles to individual teaching staff situations.

The procedures within this policy document will be followed as prescribed.

To that effect, we subscribe to and promote the Dignity at Work Policy and Procedure for all categories of schools (HR012) as set out by our HR partners Hoople and used across the county of Herefordshire. The latest version of this policy will be the version used if and when need arises.

The latest (HR012) Dignity at Work Policy and Procedure for all categories of schools can be obtained on request from the TCAT Central Team or from the Headteacher/Head of School and is the full and unabridged version as ratified by Hoople and adopted by the TCAT Trust Board.

Please note, where Hoople can at times have not ratified a new version of a policy before their planned review date, we will always use the latest version available, even where that may fall outside date scope until Hoople have approved a replacement.