

Three Counties Academy Trust



Schools Redundancy and Reorganisation Policy and Procedures

#HR5

Last amended 5th July 2026 (v1.0)

Policy lifespan: As determined by Hoople HR. Subject to annual compliance check. Next full review 30th September 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 their school and TCAT. However, it may at times be a requirement to perform reorganisation of resources to best meet the needs of TCAT in discharging the duties at its core. This may in turn necessitate discussion and the potential for redundancy situations to arise and this policy refers to the document which sets out to manage such instances for the protection of all those involved.

The purpose of this policy is to set out the framework and principles for the management of redundancies in schools. This policy and procedure highlights how redundancy and restructuring should be approached within schools.

A potential redundancy situation is one of the most serious staffing issues that can face TCAT. This is because of the effect it has upon the employee(s) concerned, the staff as a whole and the organisation of TCAT itself.

This policy and procedure applies to all employees who work in a maintained school, but can be applied to Voluntary Aided, Trust Schools and Academy Schools, as such, all TCAT employees are covered by this policy as TCAT uses Hoople HR as our provider for HR support as appointed by the Trust Board.

This policy applies to both teaching and support staff members in the TCAT Central Team and our schools and takes account of the differing terms and conditions.

This procedure governs how potential redundancy situations will be handled within the TCAT Central Team and our schools. The procedure may be subject to variation to meet specific circumstances following consultation with Trade Unions.

To that effect, we subscribe to and promote the Schools Redundancy and Reorganisation Policy and Procedures (HR005) 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 (HR005) Schools Redundancy and Reorganisation Policy 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.