Notice (Contractual)

NJC Support Staff

You may terminate your employment by giving to the Employer in writing,

- Not less than one months notice (if Grades 1-8).
- Not less than two months notice (if Grades 9-12).

The notice to which you are entitled from the Council is:

- Employees are entitled to 1 weeks' notice if employment is terminated within the probationary period or continuous service is less than 2 years

- Employees with 2 years continuous service or more are entitled to 1 weeks' notice for each year of continuous service up to the maximum of 12 weeks notice.

- The Council reserves the right to give payment in lieu of notice.

Teaching Staff

NOTICE

(i) **Teaching Staff (Including Deputies)**

Except in the case of dismissal for misconduct, ill-health, or other urgent cause, your employment may be terminated only at the end of a term, and is subject to the following notice on either side:-

- two calendar months if terminating at the end of the Spring Term or Autumn Term;

- three calendar months if terminating at the end of the Summer Term.

(Teachers with more than 8 years continuous service with the Authority are entitled to receive additional notice as specified in the Employment Rights Act 1996).

(ii) **Headteachers**

Except in the case of dismissal for misconduct, ill-health, or other urgent cause, your employment may be terminated only at the end of a term, and is subject to the following notice on either side:-

- three calendar months if terminating at the end of the Spring Term or Autumn Term.

- four calendar months if terminating at the end of the Summer Term.

(iii) **Dismissal for Misconduct**

Notice, will be served in accordance with ACAS guidelines.
Gross misconduct will disqualify you from notice.