

Appointment to posts in Denominational Schools

The relevant legislation on the management of denominational schools in Scotland states "A teacher appointed to any post on the staff of any such school by the education authority ... shall be required to be approved as regards religious belief and character by representatives of the church or denominational body in whose interest the school has been conducted."

To ensure Perth & Kinross Council fulfils its statutory responsibilities when appointing to any teaching post in our denominational schools, the existing [local agreement](#) should be followed. The agreement applies to all fixed term and permanent vacancies (including promotions, changes from fixed term to permanent, PEF posts and extensions to remits). Supply teaching posts exceeding 12 weeks or supply teaching posts converted to fixed term will also require to obtain church approval.

- Any recruitment procedure should be based on fair and robust selection methods and the Council's agreed procedures for recruitment and selection of teaching posts.
- Appointment to all teaching posts in denominational schools requires the approval of the appropriate Church, as outlined above.
- Where relevant, all adverts for teaching vacancies will state that approval from the appropriate Church is an essential requirement of the role and that the process of seeking and securing approval is the responsibility of the candidate. A link to the Scottish Catholic Education Services (www.sces.uk.com) is provided along with the contact details for the Bishop of the Diocese. The approval process including the requisite forms is set out on the website of the [SCES](#). A link will also be provided to further information on the Council's [microsite](#) and [Myiobscotland](#).
- Each stage of the selection process will make it clear that the preferred candidate will require to obtain the approval of the appropriate Church.
- Candidates will be encouraged to seek approval as early as possible so not to delay the appointment process. Approval is required for each post applied for.
- The Council is responsible for the selection of a suitable candidate for appointment to the post.
- The successful candidate will be given a conditional offer subject to pre-employment checks, including Church approval as to their 'religious belief and character'. No formal offer will be issued until **all** pre-employment checks, including Church approval, are received and deemed to be satisfactory.
- The matter of Church approval is for the Church to determine and is not a matter for the Council. Any candidate who wishes to question the decision on Church approval should pursue this with the Church.
- If a preferred candidate is unable to obtain Church approval, the job offer will be withdrawn. If another candidate was deemed appointable, they may be given a conditional offer, subject to the same conditions.
- PKC will not hold records of who has approval as this is an individual responsibility and is in accordance with GDPR.
- For employees changing from fixed term to permanent, church approval is required. If approval is not obtained, it may be possible to make an employee permanent to the local authority and they are moved as part of the staffing exercise. This should be discussed with the ECS HR Services Team.