Submission No 14

## EXAMINATION OF THE AUDITOR-GENERAL'S PERFORMANCE AUDIT REPORTS SEPTEMBER 2013 – JULY 2014

**Organisation:** Department of Education and Communities

**Date Received:** 16 January 2015



Mr Jonathan O'Dea MP Chair Public Accounts Committee Parliament of New South Wales Macquarie Street SYDNEY NSW 2000 DGL14/1405 RML14/4925

Dear Mr O'Dea

I write in response to your letter of 19 November 2014 requesting the Department of Education and Communities response to the Auditor General's report on *Management of Casual Teachers* tabled on 3 October 2013.

Please find attached the Department's response to the Auditor-General's report on the template supplied by the Public Accounts Committee.

Should you require further information regarding this matter, please contact Ms Kate Sheehan, Director, HR Shared Services, by telephone on 9836 9286 or email at <a href="mailto:kate.sheehan@det.nsw.edu.au">kate.sheehan@det.nsw.edu.au</a>.

Yours sincerely

Dr Michele Bruniges AM

Michele Bruniges

**SECRETARY** 

**DEPARTMENT OF EDUCATION AND COMMUNITIES** 

16 January 2015

## IMPLEMENTATION OF RECOMMENDATIONS

## Department of Education and Communities

Report No. 237: Management of Casual Teachers

RESPONSIBILITY (Section of agency responsible for implementation)	HR Shared Services		HR Shared Services
STATUS (completed, on track, delayed) and COMMENT	Completed  The Department seeks to ensure that a substantial pool of casual teachers remains available to fill vacancies in the NSW public school system.  A 3 year retrospective timeframe was implemented to allow for casual teachers who may have also worked in either the catholic or independent school systems during the past 3 years.	On track	Completed
DUE DATE	January 2015	January 2015	February 2014
ACTIONS TO BE TAKEN	a) In January 2014 the Department contacted casual teachers who had not worked for the past 3 years and advised them they would be removed from the Department's Casual. Direct register unless they requested to stay on the register.  In January 2015 casual teachers who have not worked for the past 3 years will be contacted and advised they will be removed from the Casual. Direct register unless they confirm they wish to remain on the register.		b) An online form enabling casual teachers to update their details has been included on the Department's Casual. Direct intranet site.
ACCEPTED OR REJECTED	Accepted		
RECOMMENDATION	The Department should for the 2015 school year: Improve information about teachers willing to teach casually by: a) requiring those who have not taught in the last year to indicate whether they want to remain active on Casual. Direct's register. This should be done each year. b) - making it easier for casuals to update their	details.	

HR Shared Services	HR Shared Services	Employee Performance and Conduct	High Performance	Learning Management and Business Reform program
On track  The Department's Casual Direct service will implement improved monitoring and analysis of a school's ability to access casual teachers during the 2015 school year through the development of a monthly report identifying schools with low success rates.	On track  The Department's Casual Direct service will work with representatives of the NSW Primary Principals' Association and the NSW Secondary Principals' Council to identify a sample of suitable schools during the 2015 school year.	Completed	Completed	The Department will consider this recommendation in the design of the SAP HR/Payroll system.
During 2015	During 2015	January 2015	January 2015	2015/2016
Monitoring and analysis of schools experiencing low success rates to determine whether additional assistance is required.	HR Shared Services will work with a sample of metropolitan and rural schools to refine and improve the existing process for providing performance feedback on casual teachers to increase the school response rate.	The Department has developed a process to deal with poor performance of casual teachers who are employed on temporary blocks for a minimum of one term. <i>Managing Temporary Teacher Engagements</i> is available on the Department's intranet.	Strong start, Great teachers a new induction resource guide for beginning teachers and schools is available on the Department's intranet.	This is dependent on the SAP system being developed through the Department's Learning Management Business Reform program.
Accepted	Accepted	Accepted	Accepted	Accepted in principle
Improve its monitoring of a school's ability to access casual teachers to determine whether additional assistance is required.	Encourage schools to provide feedback on the performance of casual teachers.	Improve the way it identifies and responds to casual teachers with performance issues.	Assist schools to improve their induction practices for casual teachers.	The Department should when updating its human resources systems, review how to make more use of a teacher's performance history when deciding which casual teacher to
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