

Advice on SNAs working full time hours for part time pay

This problem may arise if a school insists on making SNAs work 32 hours even in cases where a school is not open for 32 hours a week. An SNA is required to work 'bell to bell' in addition to a short amount of time for tidying up/preparation and reception/dispersal of children. If you are working this, you are full time regardless of the actual amount of hours that you work. Where this happens it is important that the SNA contacts Fórsa as a matter of urgency.

The notion of a 32 hour working week comes from an internal pay calculation that the Department of Education uses. It is, however, an internal formula and is not linked to the actual hours of work in any given school. If an SNA works the full day in a school, they are due a full SNA salary. If an SNA is assigned to a school on, for example, a 0.5 post, they are required to work 0.5 of the working week in that school.

Members are advised to check their contracts of employment to ascertain the exact working hours written into the contract as this may be a factor in progressing a claim.

What can Fórsa do to help?

- The union can raise this issue with the Principal/Board of Management
- Where agreement cannot be reached the union can refer a claim to the Workplace Relations Commission for determination
- In some circumstances, claims can also be submitted under the Payment of Wages Act

Members should contact the union as soon as this problem arises.