

**Hourly-paid staff
make a huge
contribution to the
education sector but
are often low paid
and undervalued**



Hourly-paid staff: Know your RIGHTS!

Hourly-paid staff are a priority for UCU. We want them to have greater job security and we negotiate for them to be moved to pro-rata permanent contracts. We oppose the use of zero or *variable* hours contracts that offer no guaranteed minimum hours as they guarantee no work, give no security and are exploitative.

Did you know?

Your pay You should receive equal pay for work of equal value and you should be paid for *all* the hours you work. This includes teaching and associated duties such as preparation, marking and admin.

Your rights Under the **Part-Time Workers (Prevention of Less Favourable Treatment) Regulations 2000** and the **Fixed-Term Employees (Prevention of Less Favourable Treatment) Regulations 2002** your employer cannot treat you less favourably than a comparable full-time or permanent employee unless such treatment can be objectively justified. This relates to all terms and conditions including your pay, and benefits such as career development and training.

The Fixed-Term Regulations state that once you have had four years' continuous service on two or more contracts (or have had your contract renewed) the contract automatically becomes indefinite unless the continued use of a fixed-term contract is objectively justified.

Your length of service This can affect your entitlements so it is important to know how it is calculated. All consecutive periods of employment with the same institution form part of your length of service even if you have changed departments or jobs. You may even be considered continuously employed when there is a gap between contracts – such as during the summer – but this would have to be determined on a case-by-case basis.

Redundancy Part-time and fixed-term employees have the same individual redundancy rights as full-time/permanent staff. If your contract is due to end your employer should consult with you about avoiding your dismissal – for example by extending your contract or by offering you alternative work. If you have been working for your employer for more than two years you are entitled to redundancy pay.

Your health Employers have a legal responsibility for the health, welfare and safety of their staff.
www.ucu.org.uk/safemembers

You can find out more about these and other issues affecting you by downloading our survival guide for hourly-paid staff at: www.ucu.org.uk/hpsurvivalguide For a free hard copy email: campaigns@ucu.org.uk

UCU is working hard to get more job security and better terms and conditions for hourly-paid staff



Hourly-paid staff: **UNION!** Join your

We're winning improvements

UCU campaigns for all hourly-paid staff to be offered proper contracts of employment and to be regarded – and treated – as employees.

By campaigning and negotiating UCU has succeeded in getting staff moved to pro-rata contracts at a number of colleges and universities.

Success stories UCU member Sue Birch challenged her hourly rate of pay as it was £10,000 less than a comparable full-time colleague, and won her case – receiving compensation and a permanent full-time contract. Another UCU member, Kaye Carl, went to an employment tribunal and proved that, although on a contract for services, she was an employee of Sheffield University – which gained her greater rights.

About UCU With over 120,000 members, UCU is the largest post-school education union in the world.

We negotiate annual pay increases and terms and conditions of employment both nationally and locally.

We represent the views of our members to MPs and others on professional issues including the unequal treatment of hourly-paid staff and funding provision. Recently, our members' boycott of the Institute for Learning secured an independent review.

Our experienced branch officers and officials, backed by an excellent legal service, help many hourly-paid members. And our Anti-Casualisation Committee represents hourly-paid staff in UCU.

You are not alone Once you are a member, you can link up with hourly-paid staff across the UK through our network: www.ucu.org.uk/elists

If you are not already a member, join us today You can join online or download an application form at: www.joinonline.ucu.org.uk

You can contact your branch to discuss any of the issues covered in this leaflet. To find a local contact go to: www.ucu.org.uk/yourcontacts

For more information about the issues covered in this leaflet see: www.ucu.org.uk/socc_memberinfo

You can join online at www.joinonline.ucu.org.uk Our website shows a full list of benefits

Join UCU today. The more hourly-paid staff who join us, the more we can achieve

Join
UCU