



Hampshire, Isle of Wight, Southampton & Portsmouth Multi Academy Trust
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C E O: Miss Su Whelan

April 2nd 2020

Dear PPAT staff

Proposed transfer of Portswood Primary Trust to HISP Multi Academy Trust

I am writing in my capacity as Chief Executive of HISP Multi Academy Trust to give you information about the measures which it is envisaged that HISP Multi Academy Trust may take affecting employees who would transfer from Portswood Primary Trust to HISP Multi Academy Trust on the proposed transfer of the organisation. [Please note that HISP Multi Academy Trust currently does not have all necessary information relating to the employees who would transfer and so the situation may change when HISP Multi Academy Trust has that information].

Terms of employment

HISP Multi Academy Trust does not currently envisage changing the terms of employment of those employees who would transfer from Portswood Primary Trust to HISP Multi Academy Trust on the proposed transfer. However, from due diligence information we feel that there is organisational benefit if the School Business Manager at Tanners Brook to work across the two primary school sites in more depth.

Policies and procedures

HISP Multi Academy Trust does not currently envisage changing any policies or procedures relating to those employees who would transfer from Portswood Primary Trust to HISP Multi Academy Trust on the proposed transfer except Portswood Primary Trust currently have 6 inset days, this will be reduced to 5 in line with HISP Multi Academy Trust. Your pay date will remain the same, although on full transfer the payroll processor may change. Trust wide policies will be reviewed annually in line with the statutory policy guidance from the Department for Education.

Staffing levels

HISP Multi Academy Trust does not envisage reducing the number of employees engaged in the business following the proposed transfer.

Pensions

Pension arrangements will not change, HISP Multi Academy Trust also offers LGPS and Teachers Pension.

Please let me know if you have any queries. We would be happy to meet with your employees/and or their representatives to discuss all plans and measures. Due to COVID-19 this may not be possible in the traditional way, but we could meet virtually if required. Staff can also email TUPE@hispmat.org with any questions they may have where we will draft a response to all queries and allow this to be circulated to all.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Su Whelan', with a stylized, cursive flourish at the end.

Su Whelan
CEO

On behalf of HISP Multi Academy Trust