

**CAERPHILLY COUNTY BOROUGH COUNCIL  
DIRECTORATE OF EDUCATION AND LEISURE**

**TEACHING JOINT CONSULTATIVE COMMITTEE (JCC)**

**Record of Decisions/Action taken at the Meeting held on Thursday, 12<sup>th</sup> May 2004 – 3.45 p.m.**

**PRESENT:** David Hopkins - Director of Education and Leisure (in the Chair)  
 Sian Phillips - Manager, Personnel & Admin  
 Louise Jobbins - Principal Personnel Officer - Education  
 Colin Vickers - NASUWT  
 Jen Francis - NAHT

**APOLOGIES FOR ABSENCE:** None

AGENDA ITEM NO.		ACTION BY	DATE
1	<p><b><u>Teachers Ill Health Retirement Draft Guidelines for Headteachers</u></b></p> <p>Louise Jobbins took those present through the documentation that had been previously circulated. She explained that the documentation would need to be amended and the purpose was to advise headteachers and support staff that it was a supportive process which would enable a trail of evidence to be produced should a teacher wish to apply for ill health retirement.</p> <p>It was agreed that reasons would need to be incorporated into the documentation to explain the need for producing a portfolio of evidence.</p>		
2	<p><b><u>Any Other Business</u></b></p> <p>There was no other business.</p> <p><b>The meeting concluded at 4.20 p.m.</b></p>		