

To: Charlotte Wellington, Director of Operations, College of Social Sciences

Dear Charlotte

5 day in 7 contracts in the Business School

We are deeply concerned that the College of Social Sciences are proposing to force their administrative staff in the Business School onto a '5 day in 7' contract.

We value our weekends and would not want to see any of our colleagues put onto this contract. Weekends are very important to us, giving us time to spend with friends and family, and to care for our children and relatives. We do not consider that Saturday or Sunday are normal working days and we expect the University to recognise this.

It seems grossly unfair to have staff on different contracts, being paid differently for the same work. If we are all on different contracts and rates of pay how can we be expected to see ourselves as one team delivering for students and academics at the University?

We value our contracts and the way the University is going about changing people's contracts without their agreement makes us concerned as to what our contracts actually mean and indeed if they are worth anything at all or if they can just be changed without our agreement. Having signed a contract with the University we expect you to respect our contracts as well.

As Professional support staff we are the bedrock of the University. We ensure the smooth operation of a wide range of administrative tasks and processes. In comparison to Academic and administrative related staff our terms and conditions are already worse in a number of important areas. In particular; we have worse sick pay, fewer redundancy rights, shorter redeployment periods and the majority do not benefit from a final salary pension scheme.

We have copied this letter to Adrian Buckley, Deputy Director of HR and Matthew Raine, UNISON Branch Secretary and we hope you will recognise and respond to our concerns

Yours Sincerely

(Please insert Names and the Department)

Cc Adrian Buckley, Deputy director of HR, B Block, Aston Webb

Cc Matthew Raine, Secretary, Birmingham University, Union office, Aston Webb