

**15      EDUCATION DEPARTMENT - REVIEW OF CLERICAL SUPPORT STAFF IN SECONDARY SCHOOLS (AN50-2002)**

Reference is made to Article I of the minute of meeting of this Committee of 17th June 2002, wherein the Committee approved the establishment of a post of Senior Clerical Officer, grade GS3 in each secondary school (10 schools).

The Report should also have included a request to establish a similar post at Kingspark Special School.

Approval is therefore requested to establish a post of Senior Clerical Officer, grade GS3 (£13,124-£13,664 pro-rata) at Kingspark Special School. As with the secondary school posts, recruitment will be restricted to current staff within the school with the resultant vacancy being deleted.

The cost of this request is £260 in financial year 2002/03 and £520 in a full financial year. The cost can be met from the Education Department revenue budget.