

## APPENDIX 2

### OFFICER DECISION RECORD 2 FORM

This form should be used to record Officer Decisions which have a financial impact (income/expenditure) between £25k - £100k.

Decision Reference No: e.g. Directorate/Ref No/Year -

#### BOX 1.

**DIRECTORATE:** LOCYP

**DATE:** 23/05/2022

**Contact Name:** Amanda Bayley-Sunter  
Martyn Owen

**Tel. No.:** 07920 283550

**Subject Matter:** Recruitment of a Teacher for the Visually Impaired (New Post)

#### BOX 2

##### DECISION TAKEN:

It has been agreed that the Services for Children with a Vision Impairment is able to recruit a new Teacher for the Visually Impaired. This will be either a Qualified Teacher for the Visually Impaired (QTVI) who has completed the additional, mandatory teaching qualification (option a), or, a qualified teacher who has at least three years teaching experience and who is prepared to undertake the additional mandatory qualification (option b). The option will be based on the successful candidate.

##### Costings:

**Option a: Circa £47,000**

Teacher Pay and Conditions, Main Pay Scale 6 + min SEN allowance (Circa £39,230) plus mandatory QTVI training (Circa £7,000). On qualification option b pay will be awarded

**Option b: Circa £46,500**

Teacher Pay and Conditions Upper Pay Scale 1 + max SEN allowance

**BOX 3  
REASON FOR DECISION AND ALTERNATIVE OPTIONS CONSIDERED AND  
REJECTED:**

This decision has been taken so the Service can:

- Maintain support for the increased number of pre-school children who require visual stimulation programmes to maximise visual development. This can have a lifelong impact on the individual child and on the future support needed from our Service.
- To avoid the reduction of our “Understanding My Vision” programme. This will impact on children’s developing understanding of their visual needs and their successful transition from primary to secondary education and secondary to post 16 education.
- Start to provide to students in non-secondary school post 16 provisions meaning who currently have no qualified support for their visual needs including those relating to curriculum access, careers guidance, university applications, habilitation support and support for emotional wellbeing.

**BOX 4  
BACKGROUND PAPERS**

**YES/NO (If YES please list and submit copies with this form)**

**No**

**BOX 5  
INFORMATION NOT FOR PUBLICATION:**

It is in the public’s interest to be aware of this decision record under the Freedom of Information Act 2000, therefore this decision will be published in full redacting signatures only.

**Name: Martyn Own Signature: [REDACTED] Date 25/5/22**

Signature of FOI Lead Officer for service area where ODR originates

**BOX 6  
AUTHORISATION**



**Signed:** \_\_\_\_\_ **Date:** 1 June 2022

Director/Assistant Director/Head of \_\_\_\_\_

Does this decision require authorisation by the Chief Financial Officer or other Officer?

YES/NO

If yes please authorise below:

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Director/Assistant Director of \_\_\_\_\_

**Consultation with Relevant Member(s)**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Designation \_\_\_\_\_

(e.g. Mayor, Cabinet Member or Committee Chair)

**Declaration of Interest YES/NO**

**If YES please give details below:**

**PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE  
IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION**

Once completed a PDF copy of this form along with any relevant background papers should be forwarded to Governance Services at [Democratic.Services@doncaster.gov.uk](mailto:Democratic.Services@doncaster.gov.uk) who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.