

Welcome to ATL

Our pocket guide for new members



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Trainee and
NQ series



WHAT IS A TRADE UNION?



A trade union is an organisation that represents workers in the same field of employment. Its main goal is to protect and advance the interests of its members.

Why join a union? As an individual, you have little power or influence over the decisions that are made about your job. However, as a union member, you and your colleagues will have a stronger voice when negotiating improvements to your pay and conditions of employment.

In addition, union members receive free benefits such as legal advice, workplace representation, access to professional training and insurance protection.

It is recommended that education professionals join a union before entering the workplace.



WHO IS ATL?

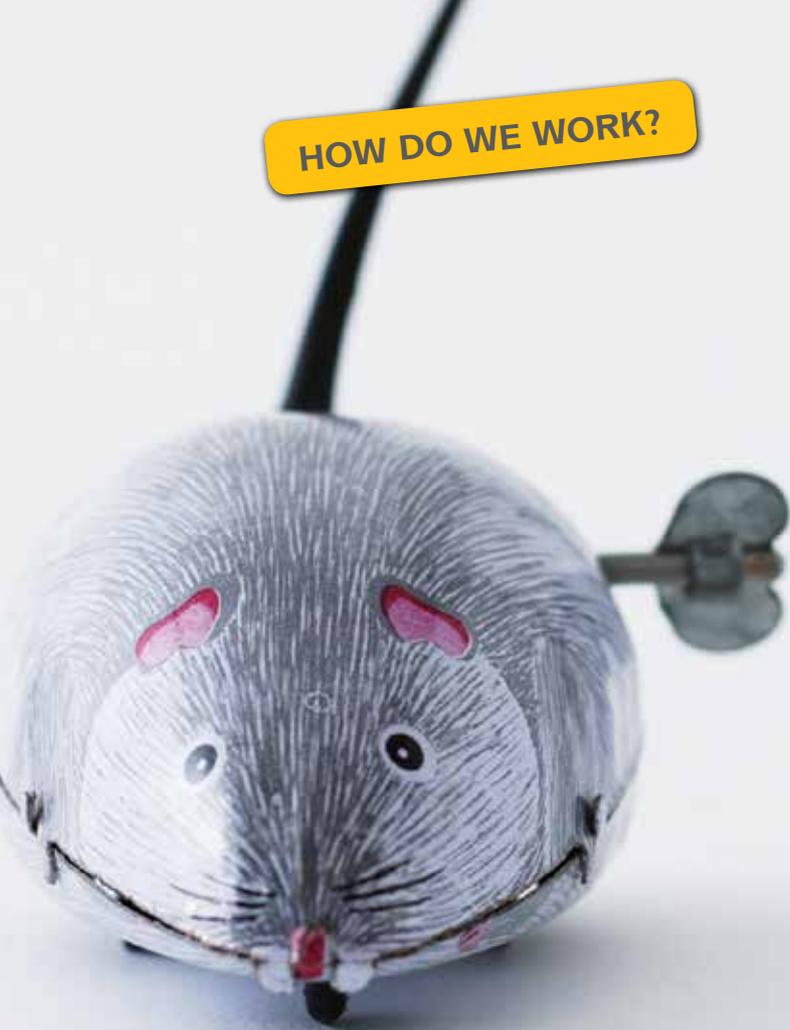
ATL is a respected education union, representing more than 170,000 members across the UK. We are a modern, member-led union that is not politically aligned and is active in the maintained, academy, independent and post-16 sectors.

We use our members' experiences to influence education policy and we work with government and employers to defend your pay, conditions and career development.

1884 was a momentous year for a number of reasons, including the invention of the fountain pen and the formation of the Association of Teachers and Lecturers.

We have **132** years' experience serving the interests of education professionals across the UK and working tirelessly to promote the issues that matter most to you.

170,000 members – from early years to post-16, teachers to support staff, lecturers to leaders, we represent education professionals throughout their careers.



HOW DO WE WORK?

Now that you're a member of the leading education union, you're probably interested in how it all works.

There are more than 150 DISTRICTS and BRANCHES. You will be a member of your closest district and the branch relevant to your employer. They liaise with members and workplace REPS to deal with local issues that affect you.

ATL is led by EXECUTIVE, which is made up of elected members on two-year terms. It develops every aspect of our policy and services. Executive operates through a number of COMMITTEES and they look at different aspects of our work and enable members to focus on particular areas of expertise.

Key people

REP – your first point of contact, offering advice in your school or college.

DISTRICT/BRANCH SECRETARY – located in your district or branch, they provide additional support to your rep and a point of contact for members without a rep.

NATIONAL OFFICERS – including the ATL president, they are elected by members to represent ATL.

GENERAL SECRETARY – leads the professional staff and is our principal spokesperson in discussions and negotiations with government, other stakeholders and the media.

PROFESSIONAL STAFF – work across a number of departments and are either home-based or working in ATL's London, Cardiff, Belfast or Market Harborough offices.

As a democratic organisation, all members are encouraged to participate in ATL's work at both local and national level.



POLICIES

We have a well-respected voice in the education debate because we provide considered analysis, alternatives and solutions for contentious issues, such as education funding, assessment, the curriculum, teacher training and academies.

Through our Annual Conference, members debate and vote on resolutions that set our policies for the following year. Consequently, we are campaigning:

- for initial teacher education and CPD that values teachers and provides them with the right tools and support
- for an accountability framework which critically supports the profession and replaces Ofsted
- to increase the quality of teachers' working lives by challenging Government and engaging with leaders and staff to reduce workload
- to highlight the impact of cuts, particularly in the FE sector and for vulnerable learners and their families
- to support members facing changes to curriculum, assessment and qualifications

ATL Future

As a trainee or newly qualified teacher, you will be part of ATL Future. This group is led by a body of regional elected ATL Future members; they represent the views of new professionals UK-wide, ensuring their voices are heard through ATL and beyond. They advise the ATL Executive on the matters that affect them, as well as representing ATL Future at our conference by putting forward their own motions. You can get involved with ATL Future campaigns and debates on Twitter @ATLFutureUK and through local activities and events.

To find out more, email organise@atl.org.uk.



TRAINING

As a member of ATL you can access our learning and development programme to help you with your job. Our extensive range of high quality courses in areas such as behaviour, stress management and career development caters for the highly complex and professional job you do.

If you're a trainee member, you'll be able to take full advantage of our learning offer when you become an NQ member. And if you're already upgraded to NQ status, visit www.atl.org.uk/learningzone or call **020 7782 1582** today to find out how our learning and development team can start helping you!

Learning opportunities include:

BEHAVIOUR COURSES – learn practical tips and techniques to help you deal with inappropriate and challenging behaviour.

CREATIVITY COURSES – analyse your teaching practice and discover new ways to engage learners.

SUMMER CONFERENCES – every summer ATL hosts free events for members.

A stack of approximately 15 old, worn books is piled on a wooden shelf. The books have various colored covers, including red, green, brown, and blue. The spines are visible, showing signs of age and use. A yellow banner with the text 'FREE PUBLICATIONS' is overlaid on the middle of the stack.

FREE PUBLICATIONS

We've got a wide selection of top-quality publications designed to assist you in every aspect of your professional life. We're unrivalled in the range and quality of free guides, factsheets and publications we provide to help you throughout your career.

Our topics include pay and pensions, bullying in the workplace and teaching pupils with special educational needs. You can download and order hard copies of our publications and resources for free at www.atl.org.uk/publications.

What's on offer? Some of our publications include:

APPLY YOURSELF – takes you through the entire recruitment process, from starting to look through the ads to submitting written applications, preparing for and attending interviews, and accepting a job offer.

INDUCTION – offers advice and survival tips on this most important and potentially complex introduction to the teaching profession.

MANAGING CLASSROOM BEHAVIOUR – behaviour management is a key issue for everyone involved in the provision of education. This popular publication offers practical ideas and frameworks for educators facing difficulties in the classroom.



10 BENEFITS OF MEMBERSHIP

1. Free trainee and NQ membership
2. Expert legal advice, support and representation, plus insurance cover
3. Excellent training and CPD - we offer a comprehensive range of accredited learning and development opportunities
4. Unrivalled publications and resources to help you throughout your career, including Apply Yourself and Induction
5. Opportunities to voice your opinion and help shape ATL's policy
6. Award-winning magazine and newsletters, including one dedicated to those who are new to teaching
7. Wealth of online support, plus access to the ATL job-finder service, through www.atl.org.uk/tnqzone and www.atl.org.uk
8. Curriculum site www.acurriculumthatcounts.org.uk offering peer-to-peer ideas and support on how to plan and deliver exciting and engaging lessons
9. Access to ATL Future, a group formed to represent our newest members
10. Benefits from ATL Plus, our loyalty programme offering discounts and rewards on great products from recognised brands



FREE LEGAL ADVICE AND SUPPORT

ATL knows that not everything in your career runs smoothly. We've got a team of experienced solicitors and advisers offering expertise on a range of professional issues, from redundancy, health and safety, maternity rights, through to part-time work and temporary contracts.

You've also got the peace of mind that our first-class solicitors and caseworkers can help you with any legal problem arising from your employment, including unfair dismissals, false allegations, assaults and accidents at work, disciplinary hearings and contract and salary disputes. Speak to your rep first and, if needed, call **020 7930 6441** for assistance.

Answers to many of your queries are also available via our online help and advice pages and publications by visiting www.atl.org.uk.

And for financial assistance in times of illness or hardship, most ATL members can apply to the ATL Trust Fund; visit www.atl.org.uk/trustfund for further information.



ATL ONLINE

TNQ Zone

There is a wealth of support available through www.atl.org.uk/tnqzone. This dedicated space for trainees and NQs contains help and advice on everything from induction to applying for your first job, managing behaviour and navigating relationships with parents and colleagues. You can also access legal advice and support, keep up to date with the latest news in the profession from health and safety to pay and pensions.

Workload campaign

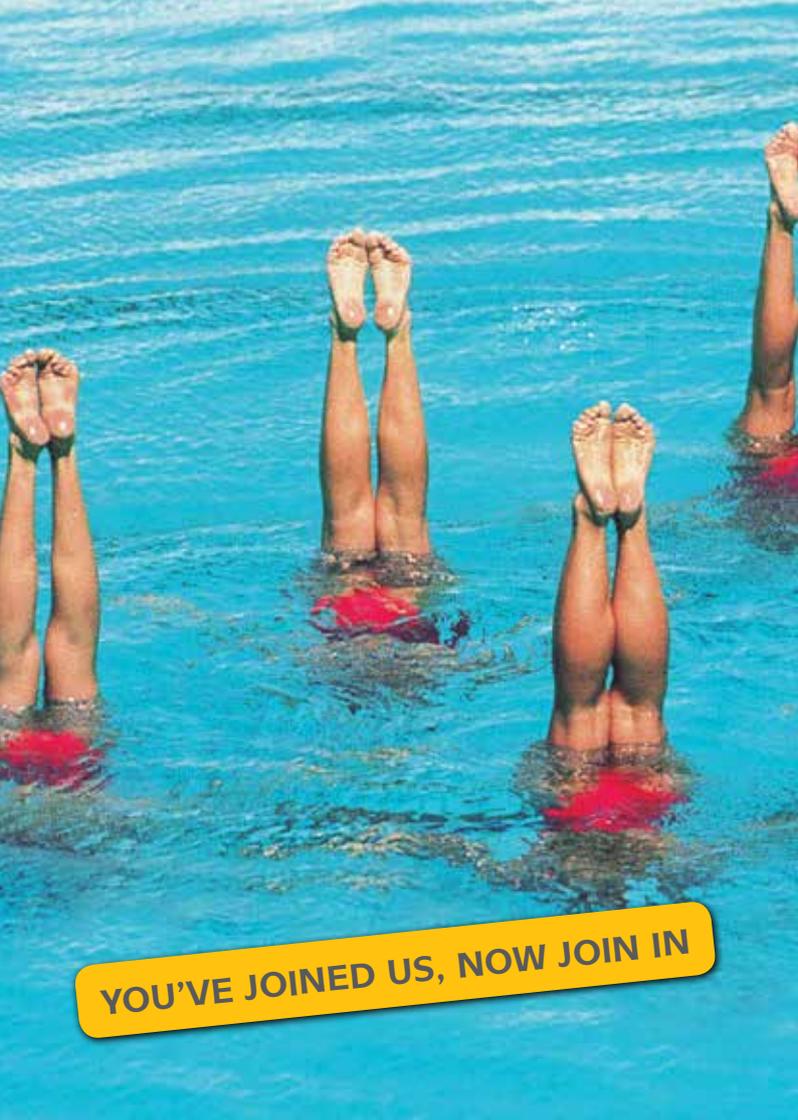
ATL recognises that excessive workload is a serious issue facing the education profession. We launched our workload campaign to tackle this problem so that we can support healthy, enthused and motivated teachers in our classrooms. Just one change can make a difference; use our work-life tracker on www.atl.org.uk/abouttime to analyse what's driving your workload, check out our help and advice or talk to your ATL rep.

ATL Job finder service

We've teamed up with Hays Recruitment, one of the UK's leading recruitment agencies, to take the pain out of finding that perfect position. If you want to search the hundreds of vacancies, or speak to a consultant, visit www.hays.co.uk/jobs/atl.

Celebrate our members' innovation

ATL's ground-breaking curriculum site www.accurriculumthatcounts.org.uk offers peer-to-peer ideas and support on how to plan and deliver exciting and engaging lessons, within the latest curriculum framework.



YOU'VE JOINED US, NOW JOIN IN

ATL is your union, and we really want you to get involved. After all, our success as one of the fastest-growing and influential education unions in the UK is mainly due to our members who take the time to get involved.

So, whether you attend our Annual Conference, are elected to lead the ATL Future group, become a trainee or NQ rep or attend one of the ATL Future events in your region, there's lots to do. ATL future events and training opportunities are the perfect opportunities to make new friends and develop new skills.

You can also get involved with ATL Future by supporting the issues that matter, such as our work-life campaign. Members spread the word by sharing their materials and posters with colleagues and encouraging friends to join ATL.

For more info, visit www.atl.org.uk/getinvolved or email atlfuture@atl.org.uk. Why don't you join the debate next time you're online? Follow us at twitter.com/atlunion or find us at facebook.com/atlunion.



CONTACTS

General and legal enquiries

020 7930 6441
info@atl.org.uk

Membership enquiries

020 7782 1602
membership@atl.org.uk

Pension enquiries

020 7782 1600

Out of office hours helpline

020 7782 1612

Personalised job finder service

0800 716 026
quoting ATL
atl@hays.com

Learning and development team

020 7782 1582
020 7782 1505
learning@atl.org.uk

ATL despatch
(for ordering publications)
0845 4500 009

District and branch contacts

