

HUMAN RESOURCES

The HR Team collaborates and communicates effectively with all schools within the Trust to provide ongoing support and advice as and when needed.



- Ensure sickness absence management, disciplinary, capability, grievances, complaints and workforce change processes are managed fairly and effectively in line with policy and procedures, and are legally compliant.
- Support with staff recruitment and retention.
- Proactively identify, develop and implement improvements to systems and procedures to enhance service efficiently.
- Work in partnership with the School Operations Managers, supporting school administrators in each school.

We care about our staff and their wellbeing, that's why we offer a 24-hour helpline to ALL CIT employees covering issues such as:

- family • medical information • lifestyle addictions
- gambling • financial • relationships • domestic abuse • insurance claims • consumer issues • debt
- legal • stress • childcare • housing.