

Dear Headteacher/Principal,

Re: NASUWT Reps Education Summit and Training Event – Tuesday 7 July 2026

I am writing in support of a request from an accredited NASUWT Representative at your school/college to attend the NASUWT Reps Education Summit and Training Event taking place at Manchester Central on Tuesday 7 July 2026.

The event will bring together NASUWT Workplace Representatives from across England to receive training, share good practice and develop their knowledge and skills in supporting members, promoting positive industrial relations and addressing workplace issues affecting teachers and schools.

The programme will include sessions focused on:

- Effective workplace representation and engagement.
- Supporting positive employee relations.
- Health, safety and wellbeing.
- Workload and working conditions.
- Professional and employment matters affecting teachers.
- Developing workplace organisation and communication.

Attendance at this event is directly relevant to the representative's role and responsibilities within the workplace. The knowledge, skills and experience gained will assist them in carrying out their representative functions effectively and in supporting constructive engagement between employees and management.

Accredited NASUWT Representatives are entitled to reasonable paid time off to undertake trade union duties and training under the provisions of the Trade Union and Labour Relations (Consolidation) Act 1992. The Union believes that attendance at this event falls within the scope of those arrangements and would therefore ask that reasonable paid time off is granted to enable attendance.

The event will commence at 10am and conclude at approximately 3:30pm. Registration and refreshments will be available from 8:30am.

We believe attendance will provide benefits both to the Representative and to the wider workplace through improved communication, representation and engagement.

Should you require any further information, please do not hesitate to contact us.

Yours sincerely,

**Matt Wrack**  
NASUWT General Secretary