



Community Services: Education

Argyll House
Alexandra Parade
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To: Heads of all Educational Establishments

Dear Colleague

Appointment of school chaplains

In non-denominational schools chaplains will be appointed at the invitation of the head teacher/campus principal. It would seem appropriate, however, that when a vacancy arises, the head teacher/campus principal should consult with the parent council before issuing such an invitation. This will enable the canvassing of a range of views on the most suitable person for the post. When the person to be approached has been identified, the head teacher/campus principal should invite him/her to fill the post of school chaplain and, if the invitation is accepted, advise the education office in Dunoon which will issue an appropriate letter. Standard disclosure procedures must be followed; see education management circular 1.56.

In considering the filling of a chaplain's post it is possible that schools may wish to consider a group chaplaincy encompassing religious representatives from more than one faith and/or denomination. In such circumstances the procedures outlined above should also be followed.

Head teachers of Roman Catholic schools should note that the appointment of chaplains to their schools will continue to be made directly by the church authorities.

Car allowance is payable to chaplains and is paid at the higher school parent council members' rate regardless of the type of vehicle.

Yours sincerely

Executive Director of Community Services
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