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*The Board of Management of Glasgow Kelvin College is a Scottish Registered Charity. Registration no. SC021207*

LC: 2010519

21 May 2019

Dear

Thank you for your request for information under the Freedom of Information (Scotland) Act (2002).

I now respond to your request as follows:

*The number of ASN support staff employed by the college, broken down for each of the last three academic years (2018-19, 2017-18, 2016-17).*

*The number of ASN staff positions that were removed in each of the last three academic years. Please include the job title of the position that was removed. By removed, I mean that a departing member of staff was not replaced or a contract was not renewed.*

#### 2016/17

Four support staff employed during this period. Two members of staff left the employment of the College during this session and both posts were filled.

#### 2017/18

Five support staff employed during this period. One member of staff reduced their hours under the College's Family Friendly and Flexible Working Policy and the subsequent hours were filled on a part-time basis increasing the staff number from four to five.

#### 2018/19

Six support staff employed during this period. Number of staff increased due to the recruitment of a fixed-term appointment to cover for a period of long-term absence; the contract for the fixed-term post of Support for Learning Assistant ended in March 2019 when the substantive post holder returned to work. There are currently five support staff in post.

I trust the above response meets your request for information in full.



Should you be unhappy with the College's response you are entitled to seek a review of the response. To seek a review, you should apply, in writing, to Alan Sherry, Principal, stating the grounds for seeking a review.

I also wish to advise you that the Scottish Information Commissioner has launched an online appeals service via their website – the link is as follows:

[www.itspublicknowledge.info/appeal](http://www.itspublicknowledge.info/appeal).

Other contact information for the Scottish Information Commissioner is listed below:

Tel: 01334 464610

Email: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

Thank you for your interest in the College.

Yours sincerely

**Director of Corporate Services**

