



# Supply teachers and temporary staff for education

- safeguarding and background checks
- no costly temp to perm fees
- local suppliers
- transparency of costs
- easy to use agency selection tool
- managed service options
- advice and support

Supported by:



Crown  
Commercial  
Service



Department  
for Education

*"The supply teacher deal is an easy to use and effective resource. It has reduced workload and helped us save £2,500 in 3 months. The agency selection tool makes rate comparison easy, so we know we are getting best value. The deal also gives us reassurance that the necessary safeguarding checks have been done."*

**Rob Owens**

Director of Finance and Operations  
Rainhill High School



**We understand the pressure schools, academies and other education organisations are under to find the right temporary staff quickly, compliantly and cost-efficiently. That's why our commercial experts have created the supply teachers deal.**

We've worked closely with the Department for Education to create the deal which enables you to find audited and accredited agencies using our agency selection tool. These agencies will help you fill temporary and fixed term teaching and non-teaching roles, from head teachers to clerical workers.

## Why use the supply teachers deal?

### Peace of mind

#### Robust background checks

The deal gives you access to audited and accredited agencies who comply with the best safeguarding standards in education recruitment, aligned to the Department for Education's Keeping Children Safe in Education guidance.

#### Compliant buying decisions

This deal is fully compliant with EU procurement legislation, and standardised terms and conditions and a code of conduct provide assurance and consistency.

#### Advice and support

Our deal takes the hassle out of contracting with agencies, and we have a dedicated team on hand to give you help and advice.

### Best value

#### No costly temp to perm fees

Once a worker has been in place for 12 working weeks or more, suppliers will not charge a temp-to-perm fee (also known as finder's fee) provided you give them 4 working weeks' notice.

#### Complete transparency of costs

Our deal gives you the clarity you need on agency fees by showing you the mark-up each supplier will charge so you can be confident you are choosing the most cost-effective option.

#### Quick and easy way to shortlist local suppliers

Based on the location of your school our agency selection tool will show you the suppliers closest to you that can meet your needs, and show you their pricing.

## What roles can you recruit?

You can recruit all roles in education on a temporary or fixed term basis including:

- qualified supply teachers (SEN and non-SEN\*)
- unqualified teachers (SEN and non-SEN\*)
- educational support staff e.g. cover supervisors and teaching assistants
- headteachers
- senior leaders
- administrative and clerical, IT, finance, estates and maintenance, cleaning staff and more.

\*SEN - special educational needs

## Who can use this deal?

The deal is available across the whole of the UK to:

- schools
- colleges
- academies
- trusts
- nurseries
- pupil referral units
- children centres
- further education institutions

(please note: the deal is not available to independent (for-profit) schools)



## How to access the deal

There are three service options you can choose from:

- 1. preferred supplier list (lot 1)**
- 2. master vendor managed service (lot 2)**
- 3. neutral vendor managed service (lot 3)**

### Preferred supplier list

This is supported by our agency selection tool to help you find suitable suppliers in your area. You will need to know the type of worker and length of assignment you need. You can then contact suitable suppliers directly.

When you have chosen a supplier, simply sign an order form and send it to them. You only have to do this once per supplier. There is no limit to the number of suppliers you can use.

### Master vendor managed service

Master vendors provide workers either directly from their own resource pool or from other suppliers in their approved supply chain. If you choose a master vendor, they will supply whatever candidates they can, and where they can't, they will find other suppliers who can.

As there are several suppliers available on the deal you will need to run a further competition to select the supplier that's right for you, and we can help you with this process.

### Neutral vendor managed service

A neutral vendor contracts with other suppliers to fulfil your requirements, but doesn't provide candidates of their own. There is one neutral vendor managed service provider on the deal so you can contact them directly to sign an order form.

## Why choose a managed service option?

If you have a high volume of requirements and want a single point of contact to manage all your temporary recruitment, for example, you are a multi-academy trust or part of a group of schools that collaborate with each other, this option could be right for you.

Our managed service providers will do all the hard work for you to the same audited, accredited standards as the preferred supplier list.

## About CCS

We're the UK's biggest public procurement organisation. We're an executive agency of the Cabinet Office and work closely with the Department for Education.

You can use our commercial solutions free of charge, and we'll help you achieve best value by leveraging our commercial expertise and national buying power.

We help our customers find the right commercial solutions for over £12 billion of spend each year. So, why not join the growing number of CCS customers making great savings?



### Get started

To access the agency selection tool and learn more about the deal visit:

[ccsheretohelp.uk/supply-teachers](https://ccsheretohelp.uk/supply-teachers)

[info@crowcommercial.gov.uk](mailto:info@crowcommercial.gov.uk)

0345 410 2222



@gov\_procurement



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