



Whole school pay policy

LAMPTON SCHOOL ACADEMY TRUST

OCTOBER 2019

Adopted by Governors' Pay Committee: 10.10.19

Link Governor: Thomas Samuel (Chair Finance and HR)

SLT: The Headteacher

Reviewed annually in line with School Teachers' Pay & Conditions Document (STPCD)

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SECTION A - GENERAL INTRODUCTION

1. Introduction

- 1.1 This policy sets out the framework for making decisions teachers' pay. It has been developed to comply with current legislation¹, the requirements of the School Teachers' Pay and Conditions Document (STPCD), and in accordance with the principles of public life - objectivity, openness and accountability.
- 1.2 As part of the application of this policy, the Academy Trust will collect, process and store personal data in accordance with our data protection policy. We will also comply with the requirements of **Data Protection Legislation** (being (i) the General Data Protection Regulation ((EU) 2016/679) (unless and until the GDPR is no longer directly applicable in the UK) and any national implementing laws, regulations and secondary legislation, as amended or updated from time to time, in the UK and then (ii) any successor legislation to the GDPR or the Data Protection Act 1998, including the Data Protection Act 2018), and our Workforce Privacy Notice sets out how we will gather, process and hold personal data of individuals in relation to pay.
- 1.3 In adopting this pay policy the aim is to:
- (a) achieve excellent outcomes for all students
 - (b) support the recruitment and retention of a high quality workforce
 - (c) complement the Academy Trust's performance management and appraisal policy which are supportive and developmental and ensures employees have the skills and support to do their job effectively
 - (d) complement the delivery of the statutory appraisal process and make robust decisions on teacher and leadership pay
 - (e) enable us to recognise and reward staff appropriately for their contribution to the Academy Trust
 - (f) help to ensure that decisions on pay are managed in a fair, just and transparent way whilst eliminating unnecessary bureaucracy for all concerned. The use of evidence in this process will be proportionate and clearly rooted in the appraisal process
 - (g) ensure that there is no pay discrimination in decision making and that decisions on pay (where applicable) are based on evidence and can be justified
- 1.4 Pay decisions at this Academy Trust are made by the Governing Body based on evidence which will be linked to appraisal outcomes and other indicators.

¹ Including the Employment Relations Act 1999, the Equality Act 2010, the Part-time Workers (Prevention of Less Favourable Treatment) Regulations 2000 and the Fixed-Term Employees (Prevention of Less Favourable Treatment) Regulations 2002.

- 1.5 This policy has been implemented following consultation with staff and the recognised trade unions. The Governing Body adopted this policy on 10th October 2019.

2. Monitoring the impact of the policy

- 2.1 The Governing Body will monitor the outcomes and impact of this policy on an annual basis, including trends in progression across specific groups of staff to assess its effect and the school's continued compliance with equalities legislation.

3. Review of policy

- 3.1 This policy is reviewed annually by the Academy Trust in consultation with the recognised trade unions. We will monitor the application and outcomes of this policy to ensure it is working effectively.

SECTION B - DETERMINING TEACHERS' PAY

1. Basic pay determination on appointment

- 1.1 The Academy Trust will determine the pay range for a vacancy prior to advertising it. On appointment it will determine the starting salary within that range to be offered to the successful candidate.
- 1.2 In making such determinations, the Academy Trust may take into account a range of factors, including:
 - (a) the nature of the post
 - (b) the level of qualifications, skills and experience required
 - (c) market conditions
 - (d) the wider Trust context and strategic priorities
- 1.3 Although there is no assumption that a teacher will be paid at the same rate as they were being paid in a previous school, the school will determine the appropriate rate of pay for a teacher joining the school taking account of salary expectations, current salary and the factors set out above.

2. Pay reviews

- 2.1 The Governing Body will ensure that each teacher's salary is reviewed annually by no later than 31 October each year or by no later than 31 December each year for headteachers. Pay increases will be backdated to 1 September of the same academic year.
- 2.2 Salary will also be reviewed if a teacher takes up a new post with effect from the date the post commenced or in other circumstances as required, with effect from the relevant date. Pay reviews in this academy trust will be carried out in a manner that minimises the impact on workload for individual teachers, line managers and headteachers.
- 2.3 All teachers will be notified in writing within one month of a decision on pay setting out their salary, any payments or other financial benefits awarded, any safeguarding, where a copy of the staffing structure and pay policy may be inspected and any other information required by STPCD.

3. Assessment of pay progression

- 3.1 The pay policy sets out how we will recognise and reward performance to support continuous improvement. In this Academy Trust all teachers will receive regular feedback on their performance and are subject to an annual performance appraisal. The arrangements for teacher appraisal are set out in our Appraisal Policy.

- 3.2 Decisions regarding pay progression will be made with reference to the appraisal process. A fair and transparent assessment process will be in place where decisions are based on evidence whilst being proportionate to be able to support robust decisions. Evidence should be readily available from day to day practice in school and be considered in the context of minimising bureaucracy.
- 3.3 In this Academy Trust, judgements of performance will be made in relation to how the teacher has met appraisal outcomes, their objectives and the Teachers' Standards (unless other standards apply for a particular post) and their contribution to the school. Evidence will be taken from Blue Sky.
- 3.4 The evidence we will use may include, but not be limited to appraisals, peer review, tracking pupil progress, lesson observations, the views of pupils and parents. Objectives and performance management discussions will not be based on teacher generated data and predictions, or solely on the assessment data for a single group of pupils. Blue Sky portfolios should be used by staff to keep a record of evidence.
- 3.5 Teachers' appraisal reports will contain pay recommendations. These recommendations will be reviewed by the Head Teacher and will be moderated across the School.
- 3.6 Final decisions about whether or not to accept a pay recommendation will be made by the Pay Committee of the Governing Body, having regard to the appraisal report containing the pay recommendation and the review and moderation exercise by the Head Teacher and Assistant Headteacher with responsibility for Performance Management and Appraisal.
- 3.7 Additional progression may be considered in accordance with the criteria set out in this policy.
- 3.8 It will be possible for a 'no progression' determination to be made without recourse to the capability procedure.
- 3.9 Where teaching, progress or compliance with the Teachers' Standards (where applicable) is not meeting expectations the Head Teacher will determine support and if necessary the capability procedure will be used. In such situations there would be no pay progression during that year.
- 3.10 The Governing Body will consider its approach in the light of the Academy Trust's budget and ensure that appropriate funding is allocated for pay progression at all levels.

4. Main pay range for teachers

- 4.1 The main pay range within this school is from £28,355 - £40,035 per annum. Within this range this school has six reference points which are as follows:

Point	Annual FTE salary
1 (main pay range minimum)	£28,355
2	£30,113
3	£31,976
4	£33,956
5	£36,836
6 (main pay maximum)	£40,035

Pay progression for main pay range teachers

- 4.2 Eligible main pay range teachers will be automatically considered for progression and no application will be necessary. However annual pay progression within the range is not automatic and decisions regarding pay progression will be clearly attributable to the teacher's performance with reference to the appraisal process and the criteria set out in this pay policy. Staff must have completed their impact statements on Blue Sky and their Line Manager the overview statement for the year.
- 4.3 Teachers will progress by one point until they reach the top of their range if in the professional judgement of the Head Teacher they can demonstrate and the Governing Body is satisfied that there is evidence of:
- (a) All objectives being met
 - (b) The quality of the teaching throughout the year being good
 - (c) Pupil progress targets being achieved
 - (d) The Teachers' Standards being met in full
- 4.4 Additional progression may be considered for those teachers who in the professional judgement of the Head Teacher that they can demonstrate and the Governing Body is satisfied that there is evidence of:
- (a) All objectives being met and exceeded
 - (b) The quality of teaching throughout the year being considered excellent/exceptional and exceeds expectations
 - (c) Progress targets being exceeded in the majority of groups or pupils
 - (d) Successful leadership of a whole school initiative where impact can be evidenced

5. Upper pay range for teachers

- 5.1 The upper pay range within this academy trust is from £37,654 - £40,490 per annum. Within this range this Academy Trust has three reference points which are as follows:

Point	Annual FTE salary
1 (upper pay range minimum)	£41,419
2	£42,951
3 (upper pay range maximum)	£44,541

Application to be paid on the upper pay range

- 5.2 Any qualified teacher may apply to be paid on the upper pay range and any such application must be assessed in line with this policy. It is the responsibility of the teacher to decide whether or not they wish to apply to be paid on the upper pay range.
- 5.3 Applications may be made once a year by no later than one week prior to the date of the Pay Committee meeting.
- 5.4 Applications should contain evidence from the last 2 years, should be made in writing using the standard form available from the Assistant Head in charge of Performance Management and Appraisal and be submitted to the Head Teacher via his PA by the published deadline.
- 5.5 An application from a qualified teacher to progress on to the upper pay range will be successful where they can demonstrate that they meet not only the Teachers' Standards, but are highly competent in all elements of the standards and that their achievements and contribution are substantial and sustained.

In this academy trust this means that to achieve progression to this pay range, the Governing Body must be satisfied that the teacher meets the definition of substantial contribution as set out below and there is evidence that this is sustained performance over a period of no less than 2 years and on achieving M6:

- (a) All objectives are met and exceeded
- (b) Quality of teaching throughout the year is excellent/exceptional and consistently exceeds expectations
- (c) Evidence of coaching and supporting colleagues to achieve improved student outcomes, demonstrating to them effective teaching practice
- (d) Acting as a role model for Teaching & Learning, playing a critical role in the life of the school

- (e) Enhanced and demonstrable contribution to raising pupil standards
 - (f) A commitment to personal development and CPD focused on improving outcomes for students
 - (g) Highly competent in all areas of the Teachers' Standards.
- 5.6 The application will initially be assessed by the Assistant Head for PM who will moderate all applications and provide feedback and coaching to support applications. The Head Teacher will then make recommendations to the Governing Body Pay Committee who will make the final decision.
- 5.7 The assessment will usually be made by 31st October each year.
- 5.8 If successful, applicants will move on to the upper pay range and will be backdated to 1st September of that academic year.
- 5.9 Ordinarily a successful teacher will be placed on the bottom of the upper pay range. In exceptional circumstances the Head Teacher may recommend a higher salary based on:
- (a) the nature of the post and the responsibilities it entails
 - (b) the level of qualifications, skills and experience of the teacher
 - (c) market forces
- 5.10 If unsuccessful, feedback will be provided in writing by Head Teacher along with confirmation of the process for appeals.

Pay progression for teachers within the upper pay range

- 5.11 Once a teacher has moved on to the upper pay range, if eligible they will be automatically considered for further progression no more than once every two years and application will be necessary. However annual pay progression within the range is not automatic and decisions regarding pay progression will be clearly attributable to the teacher's performance with reference to the appraisal process.
- 5.12 Additional progression up the range may be considered for upper pay range teachers where performance is judged to be exceptional taking in to consideration the criteria at 5.5 and where all objectives have been exceeded.

6. Pay ranges for members of the leadership group

- 6.1 Pay ranges for headteachers, deputy headteachers and assistant headteachers will be determined in line with STPCD for new appointments, where responsibilities significantly change or if this academy trust chooses to review pay of leadership posts in line with STPCD. The pay range will take into account all permanent responsibilities of the role, any challenges that are specific to the role and all other relevant considerations including

the skills and competencies required. Pay ranges will allow appropriate scope for performance related progression over time.

Headteachers

- 6.2 The school will be assigned to a headteacher group calculated using its total unit score, in accordance with STPCD.
- 6.3 A pay range will be determined for the headteacher which will not normally exceed the maximum of the headteacher group, unless the specific exceptional circumstances or candidate warrant it, up to an additional 25%.
- 6.4 Additional payments may be made to a headteacher for temporary responsibilities that are in addition to the duties taken in to account for the determination at 8.1-8.3. The total sum of any temporary payments will not normally exceed 25% of the headteacher's annual salary.
- 6.5 In addition, the total sum of annual salary combined with any temporary payments (where applicable) will not exceed the maximum of the headteacher group, calculated at 8.2, by more than 25%. Where this, or exceeding the limits set out at 8.3 and 8.4 are being considered by the Pay Committee of the Governing Body, there must be wholly exceptional circumstances and that committee must make a business case to the full Governing Body who will seek external independent advice.
- 6.6 Please see Section D re: determining Headteacher pay in this Academy Trust.

Deputy headteachers and assistant headteachers

- 6.7 A pay range will be determined for any deputy headteacher and assistant headteacher, considering how the role fits within the wider leadership structure of the school. The pay range will not exceed the maximum of the headteacher group for the school and will not normally overlap with the pay range of the headteacher, except in exceptional circumstances.

Pay progression for members of the leadership group

- 6.8 Eligible members of the leadership group will be automatically considered for further progression and no application will be necessary. However annual pay progression within the range is not automatic and decisions regarding pay progression will be clearly attributable to the leadership group member's performance with reference to the appraisal process. Overview and Impact statements on Blue Sky must be completed.
- 6.9 Leadership group members will progress by one point until they reach the top of their range if they can demonstrate and the governance Governing Body is satisfied that there is evidence of sustained high quality of performance in school leadership and management and pupil progress, clearly linked to school improvement priorities and outcomes. The group size for this school is 8.

- 6.10 Additional progression may be considered for members of the leadership group where performance is judged to be exceptional taking in to account the criteria at 8.8 and where all objectives have been exceeded.

7. Teaching and Learning Responsibility (TLR) payments

- 7.1 In this Academy Trust we pay TLR1 or TLR2 to a classroom teacher for undertaking a sustained additional responsibility in the context of our staffing structure for the purpose of ensuring the continued delivery of high quality teaching and learning and for which the teacher is made accountable. The award is made whilst the teacher remains in the same post or occupies another post in the absence of a post-holder.

- 7.2 Current values are as follows in accordance with the staffing structure:

TLR1d	£13,654
TLR1c	£11,791
TLR1b	£9,929
TLR1a	£8,069
TLR2c	£6,829
TLR2b	£4,656
TLR2a	£2,796

- 7.3 TLR1 £8,069 - £13,654 per annum and TLR2 £2,796 - £6,829 per annum. In addition we may award a fixed-term TLR3/additional payment to a classroom teacher for time-limited, clearly defined school improvement projects, or one-off externally driven responsibilities. The annual value of a TLR3/additional payment will be no less than £555 and no greater than £2,757. All TLR 3s/Additional Payments are reviewed by the Headteacher and post holder annually in the summer term.

8. Newly qualified teachers (NQTs)

- 8.1 In the case of NQTs pay decisions will be made by means of the statutory induction process.

9. Part time teachers

- 9.1 Teachers who work less than a standard working week are deemed to be part time. Their hours and working time obligations will be set out in their contracts of employment and in line with the provisions of STPCD. The pay of part time teachers will be determined in the same way as full time teachers and any increase in pay will be paid pro rata to full time

equivalent salary rates. TLRs for part-time teachers will be paid pro-rata as per the provisions of STPCD.

10. Short notice/supply teachers

- 10.1 Teachers employed on a day-to-day or other short notice basis will be paid on a daily basis calculated on the assumption that a full working year consists of 195 days; periods of employment for less than a day being calculated pro-rata. They will be paid the agreed rate for the job and are not subject to the appraisal process.

11. Pay protection

- 11.1 Pay protection arising from changes to pay and structure will be in line with the provisions of STPCD.

12. Absence and pay progression

- 12.1 Employees who are absent long term (including but not limited to maternity leave and long term sick leave due to a disability) are still eligible to be considered for pay progression.
- 12.2 The Academy/Trust will take into account the criteria set out in this policy, but use the period of time prior to the employee commencing their period of absence. In most cases this will be the preceding year or two years for progression on to the upper pay range. If there is sufficient time for assessment in the current cycle, that period may also be considered.

13. Appeals

- 13.1 The steps of the pay appeals process perform the function of the grievance procedure on pay matters and so employees will not be able to raise the complaint under the school grievance procedure following conclusion of a pay appeal.
- 13.2 Employees may be represented by a recognised trade union or colleague at any formal stage of this procedure. The employee is responsible for making these arrangements and for providing their representative with any paperwork they require for the hearing. The teacher should inform the Headteacher's P.A. who their chosen companion is, in good time before the hearing.

Informal discussion

- 13.3 As part of the normal salary review process, the Head Teacher will inform the teacher of the pay decision. Upon receipt of written notification of the pay decision, if the teacher is dissatisfied they should first discuss the

decision with the Head Teacher within 5 working days of receipt of the notification.

- 13.4 This discussion gives an opportunity for a teacher to discuss the decision on their pay, to gain an understanding of why the pay recommendation and decision were made and to resolve issues quickly and informally. If this does not resolve an issue, a teacher may follow the formal procedure set out below.

Stage One

- 13.5 If, following discussion with the Head Teacher, the teacher remains dissatisfied, they can make a formal appeal in writing within 5 working days of the discussion with the Head Teacher to the committee who made the decision. The possible grounds for appeal are:

- (a) incorrectly applied any provision of the STPCD;
- (b) failed to have proper regard for statutory guidance;
- (c) failed to take proper account of relevant evidence;
- (d) took account of irrelevant or inaccurate evidence;
- (e) was biased; or
- (f) unlawfully discriminated against the teacher.

- 13.6 Appeals against pay decisions should be made in writing and addressed to the Pay Committee of the Governing Body stating the grounds of their appeal in accordance with 16.5 above.

- 13.7 The panel who made the decision (or a representative from) will convene a meeting to consider the appeal as soon as is practically possible. The employee will be invited in writing, giving a minimum of 5 working days' notice and copies of any relevant documents to be considered at the meeting will be enclosed.

- 13.8 The teacher will have the opportunity to make representations to the Pay Committee panel or their representative and a school representative will also attend to present the management case. A note taker will also be present.

- 13.9 The panel or their representative will review their decision and will confirm the outcome in writing to the teacher within 5 working days.

Stage Two

- 13.10 If a teacher wishes to appeal against the decision made at Stage One, they may do within 5 working days of the written decision on the grounds that the committee who made the decision:

- (a) incorrectly applied any provision of the STPCD;
- (b) failed to have proper regard for statutory guidance;
- (c) failed to take proper account of relevant evidence;

- (d) took account of irrelevant or inaccurate evidence;
- (e) was biased; or
- (f) unlawfully discriminated against the teacher.

- 13.11 Appeals against the decision at Stage One should be made in writing and addressed to the Review Governor of the Pay Committee, currently Dr P.S. Garcha, stating the grounds of their appeal in accordance with 16.10 above.
- 13.12 Upon receipt an appeals panel of three different governors who have not been involved in the original decision will convene a meeting to consider the appeal as soon as is practicably possible. The employee will be invited in writing, giving a minimum of five days' notice and copies of any relevant documents to be considered at the hearing will be enclosed.
- 13.13 The teacher will have the opportunity to make representations to the appeals panel and a representative of the original decision making panel will also attend. A note taker will also be present.
- 13.14 The decision of the panel will be confirmed in writing to the teacher within 5 working days. The appeal panel's decision is final; there is no further right of appeal.

Introduction

The Governing Body of Lampton School Academy Trust has instructed Browne Jacobson to produce a report reviewing the current Headteacher's salary and providing advice and options regarding pay progression/any pay increases.

School Teachers' Pay and Conditions Document

School Teachers' Pay & Conditions (STPCD) 2018 define the parameters in relation to pay and this applies as statutory for maintained schools and contractually for your school as an Academy.

Additional Payments available:

Section 9.3 STPCD 2018 allows governing bodies/Boards to award additional payments of up to 25%:

“Pay ranges for headteachers should not normally exceed the maximum of the headteacher group. However, the headteacher's pay range may exceed the maximum where the relevant body determines that circumstances specific to the role or candidate warrant a higher than normal payment. The relevant body must ensure that the maximum of the headteacher's pay range and any additional payments made under paragraph 10 does not exceed the maximum of the headteacher group by more than 25% other than in exceptional circumstances; in such circumstances, the governing body must seek external independent advice before providing such agreement and support its decision with a business case.”

25% of £114,147 would equate to £28,536.75

ESFA requirements

It is critical that the pay is based on evidence based analysis looking at responsibilities, Trust performance, recruitment and retention, performance etc. This requirement is detailed in the Academies Financial Handbook 2018 section 2.4.3:

Executive pay

*2.4.3 The board of trustees **must** ensure its decisions about levels of executive pay follow a robust evidence-based process and are reflective of the individual's role*

and responsibilities. No individual can be involved in deciding his or her remuneration.

*2.4.4 The board **must** discharge its responsibilities effectively, ensuring its approach to pay is transparent, proportionate and justifiable, including:*

- process - that the procedure for determining executive pay is agreed by the board in advance and documented*
- independence - decisions about executive pay reflect independent and objective scrutiny by the board and that conflicts of interest are avoided 18*
- decision-making - factors in determining pay are clear, including whether performance considerations, and the degree of challenge in the role, have been taken into account*
- proportionality – pay is defensible relative to the public sector market*
- documentation - the rationale behind the decision-making process, including whether the level of pay reflects value for money, is recorded and retained*
- a basic presumption that non-teaching pay should not increase at a faster rate than that of teachers, in individual years and over the longer term*
- understanding that inappropriate pay can be challenged by ESFA, particularly in any instance of poor financial management of the trust.*

2.4.5 The trust is reminded of the requirements under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 to publish information on its website about the gender pay gap in their organisation.

It is crucial all Trust salaries can be justified using a clear evidence base and with consideration with the wider Educational financial climate and the pay awards received by teachers and support staff. Typically these have been around a 2% increase and therefore any Executive increases should not be drastically out of line with these.

It is also important to note that the ESFA would not expect any increases for Executives unless the educational data and performance justified it.

Headteacher Responsibilities/Evidence to justify salary

The wider scope of the role includes:

- Work with the Board to deliver the Trust's vision, aims and objectives through inspirational and motivational leadership, clear strategic direction, demanding and measurable targets and supporting development plans.
- Lead the development and implementation of the educational strategy to secure the Trust's agreed values, curriculum principles and organisational behaviours.
- Work with senior management teams at all levels to challenge, motivate and empower them to attain ambitious outcomes that maximise the educational and personal development of pupils and which meet the demands of the wider communities served.
- Support and secure delivery of excellent teaching and learning throughout all academies within the Trust through the promotion of high-level professional standards, and rigorous monitoring and evaluation of teaching quality and pupils' achievement.
- In consultation with all internal stakeholders determine and implement curriculum principles and related assessment that enhances learning outcomes for all pupils.
- Develop a culture of personal responsibility, recognising excellence and implementing strategies to address under performance, including an effective system of professional development.
- Remain abreast of educational developments impacting the Trust
- Trust and its academies, both locally and nationally, and ensure senior leaders are well briefed and operate within a flexible environment that is responsive to change.
- Contribute to the national and local education agenda
- Continue to lead and develop the Teaching School
- Continue to lead and develop the SCITT

The Board must also analyse the educational and performance data of the Trust/pupils to ensure the salary/increase is justified based on pupil results and achievement. The ESFA would not expect any salary increases if the Trust isn't improving year on year. Consideration should be given to the following:

- Ofsted ratings and inspection reports.
- Pupil results and progress
- Trust accountability - educationally and financially
- Level of geographic challenge of school

Salary Options:

The Trust could use STPCD section 9.3, to increase the maximum salary available. Whilst the Trust does not need to use the full 25% (£28,536.75) it may wish to extend the current leadership range for this role, subject to performance. The current differentials between the Leadership points vary between £1,500 - £2,500, the Trust may therefore want to mirror these differentials. Appendix 1 details examples with £2,378 differentials between each scale point.

As an example:

2018 (backdated) - move to L44 (see appendix 1 - Create a new Leadership range (using additional 25% from STPCD)

Please note this is just an example and the Trust must determine these figures, whilst giving consideration to the above points. It is important the Trust determine any extension to the Leadership range and any differentials in line with evidence, wider pay increases across the Trust and always linked to performance. It is also important to note that there may be a point when the Board consider the Headteacher is well paid for their role with no further increases available unless further responsibilities are taken on. For example if Lampton was to form a MAT and take on other schools.

Other terms and conditions

By ensuring that the STPCD has been considered to inform the setting of the Headteacher's salary, the Board is continuing to allow the Headteacher to access Teachers' Pensions. A departure from the STPCD in relation to setting pay and conditions may deem the Headteacher ineligible to access the scheme. As above it is this papers recommendation that the Headteacher salary is determined using STPCD

Tom Wallace

Senior HR Consultant

Browne Jacobson January 2019

Appendix 1

New Trust Scale points (in line with STPCD - using 25%)	Figure
L44	£119,729
L45	£122,173
L46	£124,616
L47	£127,060
L48	£129,503
L49	£131,946
L50	£134,390
L51	£136,833
L52	£139,277
L53	£141,720
L54	£144,163
L55	£144,608



Signed by: Chair of governors



Signed by: Headteacher

Last Updated: October 2019

Next Review: October 2020 in line with amendments to STPCD 2020