

INTRODUCTION

1. This policy sets out the framework for making decisions on teachers' pay. It has been developed to comply with current legislation. A copy of this policy on pay and conditions will be made available to staff by the school.

In adopting this pay policy, the aim is to: assure the quality of teaching and learning at the school;

support recruitment and retention and reward teachers appropriately; and
ensure accountability, transparency, objectivity and equality of opportunity.¹

The Governing Body will maintain teachers' previous pay entitlements in accordance with the principle of pay portability and ensure that teachers suffer no financial or professional detriment as a consequence of changes to the teachers' pay structure.

Pay decisions at this school are made by the Governing Body which has delegated certain responsibilities and decision-making powers to the Finance Sub-Committee as set out in Appendix One. The Pay Committee shall be responsible for the establishment and review of the pay policy, subject to the approval of the Governing Body, and shall have full authority to make pay decisions on behalf of the Governing Body in accordance with this policy. The Principal shall be responsible for advising the Finance Sub-Committee on its decisions.

PAY REVIEWS

The Governing Body will ensure that each teacher's salary is reviewed annually with effect from 1 September, that each teacher is notified of the outcome by no later than 31 October each year, and that all teachers are given a written statement setting out their salary and any other financial benefits to which they are entitled. Head Teacher will be reviewed annually and no later than the 31 December each year.

Reviews may take place at other times of the year to reflect any changes in circumstances or job description that lead to a change in the basis for calculating an individual's pay. A written statement will be given after any review and where applicable will give information about the basis on which it was made.

Appeals

A teacher may seek a review of any determination in relation to their pay by the Finance Sub-Committee.

BASIC PAY DETERMINATION ON APPOINTMENT

1. The Governing Body 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.

2. In making such determinations, the Governing Body will apply the following policy:

Classroom teacher posts

10. The Governing Body has established the following pay scales for classroom teacher posts:

MH Scale	Award
MH1	21,825
MH2	23,548
MH3	25,717
MH4	27,887
MH5	30,095
MH6	32,461
MH7	34, 532

1. The Governing Body will apply the principle of pay portability in making pay determinations for all new appointees as follows:

(a) When determining the starting pay for a classroom teacher taking up their first appointment as a qualified classroom teacher, the Governing Body will pay the teacher on the Main Pay Range and will allocate pay scale points, as a minimum, on the following basis:

- one point for each year of service as a qualified teacher in a maintained school, academy, city technology college or independent school;



Unqualified teachers

17. The Governing Body has established the following pay scales for unqualified teachers employed in classroom teacher posts:

Scale	Award
1	£16,461
2	£18,376
3	£20,289
4	£22,204
5	£24,120
6	£26,034

Leadership Teaching Roles

The Governing Body has established the following pay scales for leadership group teachers:

Responsibility Point	Award
R1	1,066
R2	2,139
R3	3,230
R4	4,323
R5	5,872
R6	7,421
R7	8,820

R8	10,217
R9	12,006
R10	13,797
R11	15,294

Pay Progression

With affect from 1st September 2017 all classroom teachers/leadership group members paid on the minimum of their pay range/band for their salary - excluding any allowances - must be moved to the new minimum.

Annual pay progression is not automatic and is subject to annual review of performance. The Governing Body will consider whether to award pay progression.

In the School, all Teachers are subject to the annual appraisal process that recognises their strengths, informs plans for future development, and helps to enhance their professional practice. The arrangements for appraisals are set out in the School's Appraisal Policy.

For all Teachers, it will be possible for 'no progression' to be made without recourse to the capability procedure.



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ROEDEAN MOIRA HOUSE PAY POLICY FOR EMPLOYEES 2018-19

Related policies and documents

This policy should be read in conjunction with the following policies and documents:

- Employee Handbook
- Staff Handbook
- Code of Conduct for Employees
- Health Safety Handbook
- Boarding Staff Handbook
- National Minimum Standards for Boarding Schools
- ISI Handbook for the Inspection of Schools, Regulatory Requirements
- Teachers' Standards
- Departmental Handbook
- Complaints Policy (Parents)
- Complaints Policy (Pupils)

POLICY REVIEWED BY SCHOOL: June 2018

POLICY REVIEWED BY SCHOOL COUNCIL: June 2018

NEXT REVIEW: June 2019