

**Personnel Committee – 3<sup>rd</sup> December 2014**

**Schools Model Pay Policy 2014**

**Service:** Human Resources

**Wards** All

**1. Purpose of the report**

To notify Personnel Committee of the recently adopted Schools Model Pay Policy 2014 (appendix 1).

**2. Recommendations**

That Personnel Committee notes the contents of this report.

**3. Background**

Governing Bodies of all schools and academies are required annually to adopt a pay policy following full consultation with representatives of recognised unions and professional associations.

The attached pay policy was updated by meeting the requirements of the School Teachers' Pay and Conditions Document (STPCD) which was issued by Department of Education on 1 August 2014; taking regard to the statutory guidance accompanying the Document and conforming to the local authority's salary scales and conditions of service for support staff.

The policy, which became effective from 1 September 2014, outlines the responsibilities for Governing Bodies and all staff employed by the School and details the agreed pay ranges and allowances for all teaching staff, incorporating the 1% uplift for September across the ranges (Leadership, Mainscale, Upper Pay Range, Unqualified) and allowances which were agreed by Personnel Committee at its meeting on 3 October 2014.

The updated pay policy includes the following key changes:

1. The appraisal regulations replaced the performance management process in 2012. This is the first year that incremental progression for teachers is not automatic and is linked to the appraisal process.
2. As a result of the changes to incremental progress there is the potential of increased pay appeals. The Policy outlines the procedure for hearing such appeals.
3. Previously Teaching and Learning Responsibility (TLR) allowances were only available if the additional responsibility was to be undertaken on a permanent basis. This year a TLR 3 has been introduced to allow schools to allocate a responsibility on a temporary basis.

4. There has also been a change in the leadership scale which is explained in the pay policy. Unions have agreed to continue with a 7 point scale for HT's and a 5 point scale of other staff on leadership.
5. Mainscale teachers previously were only allowed to apply for Upper Pay Range (UPR) once they had reached top of their scale, progression was then allowed every two years both were subject to meeting appropriate criteria. From this year staff can apply for UPR at any time and do not have to reach the top of the main scale but still have to meet the appropriate criteria.
6. This year's STPCD has also introduced an allowance for unqualified teachers and recruitment and retention which will be decided by individual schools as issues arise on a school by school basis.

#### **4. Financial**

The costs associated with this pay policy are expected to be met from individual school budgets. Schools budgets are funded through the Dedicated Schools Grant (DSG).

#### **5. Legal**

No legal implications arising out of this report.

#### **6. Risk Management**

None identified.

#### **7. People**

Contained within the report.

#### **8. Consultation**

Consultation has taken place with a sample of schools and the teaching unions during October 2014 and comments received have been incorporated appropriately before being issued.

#### **Author**

Mike Smith  
Senior HR Manager – Strategic Services

☎ 655776

✉ [SmithMichael@walsall.gov.uk](mailto:SmithMichael@walsall.gov.uk)

# Model Pay Policy

Issue 3 October 2014

## Document information

Document title	Pay Policy		
Owner	Human Resources - Schools		
Version	3.0	Status	Final – Editing options in policy to edit by Governing Body/Headteacher
Last updated	22 October 2014	Last updated by	Primula Paul
Approved on	15 October 2014	Effective from	
Review date	September 2015		
Purpose	Develop a framework for pay arrangements within the school setting		

## Document accessibility

If you would like this information in another language or format please speak to your Head Teacher.

## HR Contact Details

Human Resources – Schools

Phone 01922 654574

E-mail [hradmin@walsall.gov.uk](mailto:hradmin@walsall.gov.uk)



**Walsall Council**

## 1. Introduction

- 1.1 The Governing Body has adopted this policy to take effect from 1st September 2014 following full consultation with representatives of recognised unions and professional associations and Walsall Children's Services. It will review the policy annually following similar consultation. The policy meets the requirements of the School Teachers' Pay and Conditions Document, (known as 'the Document') has regard to the statutory guidance accompanying the 'Document' and conforms to the local authority's salary scales and conditions of service for support staff.
- 1.2 The Governing Body will ensure that all employees are made aware of the existence of this policy and have ready access to a copy of it.
- 1.3 The Governing Body delegates the implementation of this policy to the Pay Committee (hereinafter referred to as the 'pay committee'), with the exception of threshold assessment for teachers and determining the salaries of newly appointed employees in accordance with this policy, both of which are delegated to the Head Teacher. The Head Teacher is also asked to agree performance objectives with other teachers on the leadership spine, review those objectives annually and report on the outcome of that review to this Committee in time for the annual review of salaries of those teachers.

## 2. Statement of intent

- 2.1 The prime statutory duty of governing bodies in England, as set out in paragraph 21(2) of the Education Act 2002 is to "...conduct the school with a view to promoting high standards of educational achievement at the school." The pay policy is intended to support that statutory duty.
- 2.2 The governing body of \_\_\_\_\_ school/Academy will act with integrity, confidentiality, objectivity and honesty in the best interests of the school; will be open about decisions made and actions taken, and will be prepared to explain decisions and actions to interested persons. Its procedures for determining pay will be consistent with the principles of public life: objectivity, openness and accountability.

### **Equalities legislation**

The governing body will comply with relevant equalities legislation:

Employment Relations Act 1999

Equality Act 2010

Employment Rights Act 1996

The part-time workers (prevention of less favourable treatment) regulations 2000

The fixed-term employees (prevention of less favourable treatment) regulations 2002

The agency workers regulations 2010

The governing body will promote equality in all aspects of school life, particularly as regards all decisions on advertising of posts, appointing, promoting and paying staff, training and staff development.

See 'governing body obligations' in relation to monitoring the impact of this policy.

### **3. Equalities and performance-related pay**

- 3.1 The governing body will ensure that its processes are open, transparent and fair. All decisions will be objectively justified and minutes of any decisions, and the reasons for them will be kept. Adjustments will be made to take account of special circumstances, eg an absence on maternity or disability-related sick leave. The exact adjustments will be made on a case-by-case basis.
- 3.2 The school will do everything in its power to make a performance-related judgement. If little or no performance evidence is available from the relevant appraisal cycle, because the teacher has been away from school due to pregnancy, maternity or disability-related illness, it will use evidence from previous appraisal cycles.

### **4. Job descriptions**

- 4.1 The head teacher will ensure that each member of staff is provided with a job description in accordance with the staffing structure agreed by the governing body. Job descriptions may be reviewed from time to time, in consultation with the individual employee concerned, in order to make reasonable changes in the light of the changing needs of the school. Job descriptions will identify key areas of responsibility. All job descriptions will be reviewed annually as part of the appraisal process.

### **5. Appraisal**

- 5.1 The governing body will comply with The Education (School Teachers' Appraisal) (England) Regulations 2012 concerning the appraisal of teachers.
- 5.2 The Appraisal Regulations state that appraisal objectives, for all teachers, including the leadership group, must be such that, if they are achieved, they will contribute to:
- Improving the education of pupils at that school; and
  - The implementation of any plan of the governing body designed to improve that school's education provision and performance.
- 5.3 Assessment will be based on evidence from a range of sources (see the school's appraisal policy). Although the school will establish a firm evidence base in relation to the performance of all teachers, there is a responsibility on individual teachers and appraisers to work together. Teachers should also gather any evidence that they deem is appropriate in relation to meeting their objectives, the Teachers' Standards and any other criteria (ie application to be paid on Upper Pay Range) so that such evidence can be taken into account at the review.
- 5.4 The **head teacher/Principal** will moderate objectives to ensure consistency and fairness; the **head teacher/Principal** will also moderate performance assessment and initial pay recommendations to ensure consistency and fairness.

### **6. Governing body obligations**

The governing body will fulfil its obligations to:

- 6.1 Teachers: as set out in the school teachers' pay and conditions document ('the Document') and the conditions of service for school teachers in England and Wales (commonly known as the Burgundy book).

- 6.2 Support staff: the national joint council for local government services national agreement on pay and conditions of service (Green book) or any LA pay/grading system.
- 6.3 The governing body will need to consider any updated pay policy and assure themselves that appropriate arrangements for linking appraisal to pay are in place, can be applied consistently and that their pay decisions can be objectively justified.
- 6.4 The governing body will ensure that appraisers, decision-makers and any appeal committee governors receive appropriate training to ensure fair and open decision-making.
- 6.5 The governing body will ensure that mid-year reviews are undertaken for teachers and all members of the leadership group.
- 6.6 The governing body will ensure that it makes funds available to support pay decisions, in accordance with this pay policy (see Procedures) and the school's spending plan.
- 6.7 The governing body will monitor the outcomes of pay decisions, including the extent to which different groups of teachers progress at different rates, ensuring the school's continued compliance with equalities legislation.

## **7. Head teacher obligations**

The head teacher will:

- develop clear arrangements for linking appraisal to pay progression and consult with staff and union representatives on the appraisal and pay policies;
- submit any updated appraisal and pay policies to the governing body for approval;
- ensure that effective appraisal arrangements are in place, and that any appraisers have the knowledge and skills to apply procedures fairly;
- ensure that mid-term reviews are undertaken for all teachers, including the leadership group;
- submit pay recommendations to the governing body and ensure the governing body has sufficient information upon which to make pay decisions; and
- ensure that teachers are informed about decisions reached, and that records are kept of recommendations and decisions made.

## **8. Teachers' obligations**

A teacher will:

- engage with appraisal; this includes working with their appraiser to ensure that there is a secure evidence base in order for an annual pay determination to be made;
- keep records of their objectives and review them throughout the appraisal process;
- share any evidence they consider relevant with their appraiser; and
- ensure they have an annual review of their performance.

## **9. Differentials**

Appropriate differentials will be created and maintained between posts within the school, recognising accountability and job weight, and the governing body's need to recruit, retain and motivate sufficient employees of the required quality at all levels.

## 10. Discretionary pay awards

Criteria for the use of pay discretions are set out in this policy and discretionary awards of additional pay will only be made in accordance with these criteria.

## 11. Salary safeguarding for Teachers

Where a pay determination leads or may lead to the start of a period of safeguarding, the governing body will comply with the relevant provisions of the Document and will give the required notification as soon as possible and no later than one month after the determination.

## 12. Procedures

- 12.1 The governing body will determine the annual pay budget on the recommendation of the pay committee, taking into account paragraph 19.2(e) of the Document. It will also allocate X per cent to allow for the best teachers to make more rapid progress up the relevant pay range OR Due to budget constraints, there will no accelerated progression on any pay scale [The latter choice should only be used where there is objective evidence of budget issues.]
- 12.2 The governing body has delegated its pay powers to the pay committee. Any person employed to work at the school, other than the head, must withdraw from a meeting at which the pay or appraisal of any other employee of the school, is under consideration. The head must withdraw from that part of the meeting where the subject of consideration is his or her own pay. A relevant person must withdraw where there is a conflict of interest or any doubt about his/her ability to act impartially.
- 12.3 Where possible, no member of the governing body who is employed to work in the school shall be eligible for membership of this committee. The pay committee will be attended by the head in an advisory capacity. Where the pay committee has invited either a representative of the LA or the external adviser to attend and offer advice on the determination of the head's pay, that person will withdraw at the same time as the head while the committee reaches its decision. Any member of the committee required to withdraw will do so.
- 12.4 The terms of reference for the pay committee will be determined from time to time by the governing body. The current terms of reference are:
- to achieve the aims of the whole school pay policy in a fair and equal manner;
  - to apply the criteria set by the whole school pay policy in determining the pay of each member of staff at the annual review;
  - to observe all statutory and contractual obligations;
  - to minute clearly the reasons for all decisions and report the fact of these decisions to the next meeting of the full governing body;
  - to recommend to the governing body the annual budget needed for pay, bearing in mind the need to ensure the availability of monies to support any exercise of pay discretion;
  - to keep abreast of relevant developments and to advise the governing body when the school's pay policy needs to be revised; and

- to work with the head in ensuring that the governing body complies with the appraisal regulations 2012 (teachers).

12.5 The report of the pay committee will be placed in the confidential section of the governing body's agenda and will either be received or referred back. Reference back may occur only if the pay committee has exceeded its powers under the policy.

### **13. Staff paid in accordance with STPCD**

#### **13.1 Annual determination of pay**

All teaching staff salaries, including those of the head, deputy head(s) and assistant head(s) will be reviewed annually to take effect from 1 September. The governing body will endeavour to complete teachers' annual pay reviews by 31 October and the head teacher's annual pay review by 31 December. They will, however, complete the process without undue delay.

#### **13.2 Notification of pay determination**

Decisions will be communicated to each member of staff by the head in writing in accordance with paragraph 3.4 of the Document and will set out the reasons why decisions have been taken. An instruction to amend pay from the relevant date will be issued immediately after the time limit for the lodging of an appeal has passed, or immediately after an appeal has been concluded.

#### **13.3 Appeals procedure**

The governing body has an appeals procedure in relation to pay in accordance with the provisions of paragraph 2.1(b). It is set out as an appendix to this pay policy.

### **14. Head teacher pay - Pay on appointment**

14.1 The pay committee will review the school's head teacher group and the head's pay range in accordance with paragraphs four, five, six and eight (ordinary school), or paragraphs four, five, six, seven and eight (special schools).

14.2 If the head teacher takes on permanent accountability for one or more additional schools, the pay committee will set a pay range in accordance with the provisions of paragraph 6.6 or 7.9, as the case may be.

14.3 For appointments on or after 1 September 2014, the pay committee will determine a pay range, taking account of the full role of the head teacher (part seven of the Document), all permanent responsibilities of the role, any challenges that are specific to the role and all other relevant considerations (paragraph 9.2), including recruitment issues. The pay committee will consider the reference points on leadership scale and take into account the factors set out in Appendix One when determining an appropriate pay range. It will also take account of any other considerations it feels are relevant and minute carefully its decisions and reasons for those decisions

14.4 The pay committee will consider using its discretion, in exceptional circumstances only, to exceed the 25 per cent limit beyond the maximum of the group range when setting the pay range for the head teacher, as set out in paragraph 9.3. However, before doing so, it will make a fully-documented business case and seek external independent advice.

14.5 The pay committee will use 7 reference points within the pay range.  
At the appointment stage, candidate specific factors will be taken into account when



determining the starting salary. If necessary, the governing body will adjust the pay range to ensure appropriate scope of [insert number] reference points, for performance related pay progression.

- 14.6 The pay committee will have regard to the provisions of paragraph 9.4 in particular, and will also take account of the pay and ranges of other staff, including any permanent payments, to ensure that appropriate differentials are created and maintained between posts of differing responsibility and accountability
- 14.7 The pay committee will consider the use of temporary payments for clearly time-limited responsibilities or duties only, in accordance with paragraph 10
- 14.8 The pay committee will consider whether the circumstances specific to the role or candidate warrant a higher than normal pay range. It will exercise its discretionary powers, where appropriate, in accordance with paragraph 9.3. It will only set a range the maximum of which is more than 25 per cent above the maximum value of the group range in exceptional circumstances. In such circumstances, it will make a business case to the governing body and the governing body will seek external independent advice before giving agreement
- 14.9 The pay committee will consider whether there is a need for any temporary payments (paragraph 10) for clearly time-limited responsibilities or duties. The total sum of the temporary payments made to a head will not exceed 25 per cent of the annual salary which is otherwise payable to the head; and the total sum of salary and other payments made to a head must not exceed 25 per cent above the maximum of the head teacher group, except in wholly exceptional circumstances
- 14.10 The pay committee may determine that temporary and other payments be made to a head which exceeds the limit above in wholly exceptional circumstances where it has made a business case and with the agreement of the governing body. The governing body will seek external independent advice before providing agreement

#### **14.11 Serving head teachers**

The pay committee will only re-determine the pay range of a serving head teacher, in accordance with paragraph nine, if the responsibilities of the post change significantly, or if the pay committee determines that this is required to maintain consistency with pay arrangements for new appointments to the leadership team made on or after 1 September 2014, or with pay arrangements for a member(s) of the leadership group whose responsibilities significantly change on or after 1 September 2014 (paragraph four)

- 14.12 It will also re-determine the pay range if the group size of the school increases, or if the head takes on permanent accountability for an additional school(s) (paragraph eight, section three).
- 14.13 If the pay committee re-determines the head teacher's pay range, it will take account of all indefinite responsibilities of the post, any specific challenges and all other relevant factors, including retention issues. The pay committee will take into account the factors set out in Annex A when determining an appropriate pay range. It will also take account of any other considerations it feels are relevant and minute carefully its decisions and reasons for those decisions.
- 14.14 The pay committee will consider using its discretion, in exceptional circumstances, to exceed the 25 per cent limit beyond the maximum of the group range, as set out in paragraph 9.3. However, before agreeing to do so, it will make a fully-documented business case and will seek external independent advice.

- 14.15 The pay committee will use reference points within the pay range and will leave at least [insert number] reference points for performance-related pay progression
- 14.16 The pay committee will review the head teacher's pay in accordance with paragraph 11 of the Document (and paragraph 26 of the statutory guidance) and award one reference point where there has been sustained high quality of performance having regard to the results of the most recent appraisal carried out in accordance with the appraisal regulations 2012 and any recommendation on pay progression in the head teacher's most recent appraisal report
- 14.17 Where the head's performance is exceptional, it will award accelerated performance related pay progression of [insert number] reference points taking account of the most recent appraisal and any recommendation on pay
- 14.18 If the pay committee decides to re-determine the pay range, it will only determine the head's pay range in accordance with paragraph nine; and paragraph eight of the section three guidance.
- 14.19 The pay committee will consider the use of temporary payments for clearly temporary responsibilities or duties only, in accordance with paragraph 10
- 14.20 The total sum of temporary payments made to a head must not exceed 25 per cent of the annual salary which is otherwise payable to the head; and the total sum of salary and other payments made to a head must not exceed 25 per cent above the maximum of the head teacher group, except in wholly exceptional circumstances.
- 14.20 The pay committee may determine that additional/temporary payments be made to a head which exceeds the limit above in wholly exceptional circumstances and with the agreement of the governing body. The governing body will seek external independent advice before providing agreement

## **15. Deputy/assistant head teacher pay**

### **15.1 Pay on appointment**

For appointments on or after 1 September 2014, the pay committee will determine a pay range, taking account of the full role of the deputy/assistant head teacher (part seven), all indefinite responsibilities of the role, any challenges that are specific to the role and all other relevant considerations (paragraph 9.2), including recruitment issues. The pay committee will take into account the factors set out in Appendix 1 when determining an appropriate pay range. It will also take account of any other considerations it feels are relevant and minute carefully its decisions and reasons for those decisions.

The pay committee will use 5 reference points within the pay range

- 15.2 At the appointment stage, candidate specific factors will be taken into account when determining the starting salary. If necessary, the governing body will adjust the pay range to ensure appropriate scope of [insert number] reference points, for performance related pay progression.
- 15.3 The pay committee will consider whether the award of any additional payments are relevant, as set out in paragraph 26 of the Document and paragraphs 59 to 68 of section three
- 15.4 Serving deputy/assistant head teachers**
- The pay committee will review and, if necessary, re-determine the deputy/assistant head pay range where there has been a significant change in the responsibilities of the serving

deputy/assistant head teacher (paragraph nine of section three guidance), or to maintain consistency with pay arrangements for new appointments to the leadership group made on or after 1 September 2014, or to maintain pay arrangements for a member(s) of the leadership group whose responsibilities significantly change on or after 1 September 2014.

- 15.5 When determining the pay range of a serving deputy/assistant head, the pay committee will take account of all permanent responsibilities of the role, any challenges that are specific to the role and all other relevant considerations (paragraph 9.2), including retention issues. The pay committee will take into account the factors set out in Annex A when determining an appropriate pay range. It will also take account of any other considerations it feels are relevant and minute carefully its decisions and reasons for those decisions
- 15.6 The pay committee will ensure the maintenance of appropriate differentials between different posts in its staffing structure, but will note paragraph 9.4
- 15.7 The pay committee will consider whether the award of any additional payments are relevant, as set out in paragraph 26 of the Document and paragraphs 59 to 68 of section three
- 15.8 The pay committee will use reference points within the pay range and will leave at least [insert number] reference points for performance-related pay progression
- 15.9 The pay committee will review pay in accordance with paragraphs 11 and award one reference point where there has been sustained high quality of performance having regard to the results of the recent appraisal, and to any recommendation on pay progression recorded in the deputy/assistant head's most recent appraisal report
- 15.10 The pay committee will award accelerated performance related pay progression of up to [insert number] reference points if there has been exceptional performance, taking account of the results of the most recent appraisal and any pay recommendation and appropriate differentials.

## **16. Acting allowances – Headteacher/Principal/Deputy/Assistant**

- 16.1 Acting allowances are payable to teachers who are assigned and carry out the duties of head, deputy head or assistant head in accordance with paragraph 23 of the Document. The pay committee will, within a four week period of the commencement of acting duties, determine whether or not the acting post holder will be paid an allowance. In the event of a planned and prolonged absence, an acting allowance will be agreed in advance and paid from the first day of absence.
- 16.2 Any teacher who carries out the duties of head, deputy head, or assistant head, for a period of four weeks or more, will be paid on the head's, deputy head range or assistant head range, as the case may be. Payment will be backdated to the commencement of the duties.

## **17. Classroom teachers**

### **17.1 Pay on appointment**

Select from the choice of paragraphs below:

- 17.2 This school has not adopted pay portability. The Headteacher in conjunction with Governors will determine the starting salary of a vacant classroom teacher post on the main pay range/upper pay range, such as the Committee determines. The advertisement for the post will indicate that pay portability will not be applied.

or

17.3 This school has adopted pay portability. In the event appointee worked as a classroom teacher previously the Committee will pay the same rate as they were paid in their previous school including pay progress for this cycle, this is known as pay portability.

N.B: The pay policy is only agreed with NAHTE, NUT, NASUWT and ATL if the paragraph on pay portability is included. ASCL agree the policy if schools are given the option of whether or not to accept pay portability.

17.4 The governing body will, if necessary, use its discretion to award a recruitment incentive benefit to secure the candidate of its choice.

#### 17.5 Annual pay determination

The Committee will use reference points for classroom teachers. Therefore the pay scale for main pay range teachers in this school is:

MS Point 1     £22,023

MS Point 2     £23,764

MS Point 3     £25,675

MS Point 4     £27,650

MS Point 5     £29,829

MS Point 6     £32,187

17.6 Appraisal objectives will become more challenging as the teacher progresses up the main pay range. Objectives will, however, be such that, if achieved, will meet the requirements of the appraisal regulations 2012 (see Appraisal above).

17.7 To move up the main pay range, one annual point at a time, teachers will need to have made good progress towards their objectives and have shown that they are competent in the teachers' standards. Teaching should be consistently 'good', as defined by Ofsted. However, this does not mean that every lesson observation needs to be 'good'.

17.8 If the evidence shows that a teacher has exceptional performance, the governing body may consider the use of its flexibilities to award enhanced pay progression, up to the maximum of [insert reference point]. Teaching over time will be 'outstanding', as defined by Ofsted.

17.9 Judgments will only be made on evidence gathered which is related to the formal appraisal process. As a teacher moves up the main pay range, this evidence should show:

- a positive impact on pupil progress;
- a positive impact on wider outcomes for pupils;
- improvements in any specific elements of practice identified to the teacher through the appraisal process, eg behaviour management or lesson planning; and
- a positive contribution to the work of the school.

17.10 Further information, including sources of evidence, is contained in the school's appraisal policy.

17.11 The pay committee will take account of the pay recommendation contained in the appraisal report. Any increase (ie no movement, one point, more than one point) will be clearly

attributable to the performance of the teacher in question. The pay committee will be able to justify its decisions.

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

## **18. Applications to be paid on the upper pay range**

- 18.1 It is the responsibility of the teacher to decide whether or not they wish to apply to be paid on the upper pay range. Applications will only be considered taking into account two successful appraisals.
- 18.2 If successful the teacher will move to the Upper pay range from 1 September following the years' appraisal reviews submitted. For example, if the appraisal reviews cover academic years 2012/13 (main scale point 5) and 2013/14 (main scale point 6) and the application is submitted before 31 October 2014, movement to the Upper Pay Range will be with effect from 1 September 2014.
- 18.3 If a teacher is simultaneously employed at another school(s), they may submit separate applications if they wish to apply to be paid on the UPR in that school(s). This school will not be bound by any pay decision made by another school.
- 18.4 All applications should include the results of the two most recent appraisals, under the appraisal regulations 2012, including any recommendation on pay. Where such information is not applicable or available, eg those returning from maternity or sickness absence, a written statement and summary of evidence designed to demonstrate that the applicant has met the assessment criteria must be submitted by the applicant.
- 18.5 In order for the assessment to be robust and transparent, it will be an evidence-based process only. Teachers therefore should ensure that they build a mainly paper evidence base to support their application. Those teachers who have been absent, through sickness, disability or maternity, may cite written evidence from previous years in support of their application.

### **18.6 Process**

One application may be submitted annually. The closing date for applications is normally 31st October of each year; however, exceptions will be made in particular circumstances, eg those teachers who are on maternity leave or who are currently on sick leave. The process for applications is:

- complete the school's application form (Appendix Two)
- submit the application form and supporting evidence to the head teacher by the cut-off date of **31st October**;
- you will receive notification of the name of the assessor of your application within 5 working days;
- the assessor will assess the application, which will include a recommendation to the pay committee of the relevant body;
- the application, evidence and recommendation will be passed to the head teacher for moderation purposes, if the head teacher is not the assessor;
- the pay committee will make the final decision, advised by the head teacher;

- teachers will receive written notification of the outcome of their application. Where the application is unsuccessful, the written notification will include the areas where it was felt that the teacher's performance did not satisfy the relevant criteria set out in this policy (see Assessment below);
- if requested, oral feedback will be provided by the assessor. Oral feedback will be given within 10 school working days of the date of notification of the outcome of the application. Feedback will be given in a positive and encouraging environment and will include advice and support on areas for improvement in order to meet the relevant criteria;
- successful applicants will move to the minimum of the UPR; and
- unsuccessful applicants can appeal the decision. The appeals process is set out in Appendix 4.

### 18.7 Assessment

The teacher will be required to meet the criteria set out in paragraph 15 (Appendix Three) of the Document, namely that:

- the teacher is highly competent in all elements of the relevant standards; and
- the teacher's achievements and contribution to an educational setting or settings are substantial and sustained.

In this school, this is interpreted as follows:

"highly competent":

- 18.8 the teacher's performance is assessed as having excellent depth and breadth of knowledge, skill and understanding of the Teachers' Standards in the particular role they are fulfilling and the context in which they are working.
- 18.9 (e.g. performance which is good enough to fulfill wider professional responsibilities, and develop effective professional relations with colleagues, giving them advice and demonstrating to them effective teaching practice and how to make a positive contribution to the wider life and ethos of the school, in order to help them meet the relevant standards and develop their teaching practice).

"substantial":

- 18.10 the teacher's achievements and contribution to the school are significant, not just in raising standards of teaching and learning in their own classroom, or with their own groups of children, but also in making a significant wider contribution to school improvement, which impacts on pupil progress and the effectiveness of staff and colleagues.
- 18.11 (e.g. of real importance, validity or value to the school; play a critical role in the life of the school; provide a role model for teaching and learning; make a distinctive contribution to the raising of pupil standards; take advantage of appropriate opportunities for professional development and use the outcomes effectively to improve pupils' learning).

"sustained":

- 18.12 the teacher must have had two consecutive successful appraisal reports and have made good progress towards their objectives during this period. They will have been expected to have shown that their teaching expertise has grown over the relevant period and is consistently good to outstanding.

**18.13 Upper pay range****Annual pay determination**

The upper pay range in this school will consist of three points: minimum, mid-point, maximum as set out below

UPR Point 1 £34,869

UPR Point 2 £36,161

UPR Point 3 £37,496

18.4 The pay committee will determine whether there has been continued good performance. In making such a determination, it will take into account:

- paragraph 19 and the criteria set out in paragraph 15.2 of the Document 2014;
- the appraisal report and the pay recommendation of the appraiser; and
- the appraisal evidence that the teacher has maintained the criteria set out in paragraph 15.2, namely that the teacher is highly competent in all elements of the relevant standards; and that the teacher's achievements and contribution to an educational setting or settings are substantial and sustained. The meaning of these criteria is set out above.

18.5 Where it is clear that the appraisal evidence shows that the teacher has continued good performance, as set out above, and has made good progress towards their objectives, the teacher will move to next point on the upper pay range; or if already on the mid-point, will move to the top of the upper pay range.

18.6 Pay progression on the upper pay range will be clearly attributable to the performance of the individual teacher. The pay committee will be able to objectively justify its decisions.

18.7 Where it is clear from the evidence that the teacher's performance is exceptional, in relation to the criteria set out above, the pay committee may use its flexibility to decide on enhanced progression from the minimum to the maximum of UPR. Teaching over time will be 'outstanding' as defined by Ofsted.

18.8 Further information, including sources of evidence is contained within the school's appraisal policy. The pay committee will be advised by the head teacher in making all such decisions.

**18.9 Leading Practitioner roles**

18.10 Insert this paragraph if you do not intend to recruit a LP. If this is the case the other paragraphs can be deleted.

18.11 It is not the intention of the governing body to create a leading practitioner role at this time but the governing body will review its position from time to time. If this is included then the rest of the paragraphs can be deleted.

18.12 The governing body will take account of paragraph 16 and 51 of the Document when determining the role of leading practitioner in this school. Additional duties will be set out in the job description of the leading practitioner and will include:

- a leadership role in developing, implementing and evaluating policies and practices in the school that contribute to school improvement;
- the improvement of teaching within school [and within the wider school community] which impact significantly on pupil progress;



- improving the effectiveness of staff and colleagues, particularly in relation to specific areas such as **[insert school specific areas]**

### 18.13 Pay on appointment

The pay committee will determine a pay range of 5 reference points from Walsall leading practitioner pay range:

LP Point 1	£38,215
LP Point 2	£39,172
LP Point 3	£40,150
LP Point 4	£41,151
LP Point 5	£42,175
LP Point 6	£43,232
LP Point 7	£44,397
LP Point 8	£45,421
LP Point 9	£46,555
LP Point 10	£47,750
LP Point 11	£48,991
LP Point 12	£50,119
LP Point 13	£51,372
LP Point 14	£52,653
LP Point 15	£53,964
LP Point 16	£55,398
LP Point 17	£56,671
LP Point 18	£58,096

- 18.14 In accordance with paragraph 16 of the Document, and paragraphs 33, 34 and 36 of the section three guidance. The relevant body will use reference points and will ensure that there is appropriate scope within the pay range to allow for performance related pay progression over time. The relevant body will leave 2 reference points for performance related pay progression.

The head teacher will agree appraisal objectives for the leading practitioner.

### 18.15 Annual pay determination

The pay committee shall have regard to the results of the leading practitioner's appraisal, including the pay recommendation, when exercising any discretion in relation to their pay, in accordance with paragraph 19 of the Document.



The appraisal evidence should show the leading practitioner:

- has made good progress towards their objectives;
- is an exemplar of teaching skills, which should impact significantly on pupil progress, within school and within the wider school community, if relevant;
- has made a substantial impact on the effectiveness of staff and colleagues, including any specific elements of practice that have been highlighted as in need of improvement;
- is highly competent in the teachers' standards; and
- has shown strong leadership in developing, implementing and evaluating policies and practice in their workplace that contribute to school improvement.

18.16 "Highly competent" and "substantial" are defined in the section entitled, Applications to be paid on the upper pay range.

18.17 The pay committee will determine pay progression such that the amount is clearly attributable to the performance of the leading practitioner. The pay committee will be able to objectively justify its decision. Judgments will only be made on evidence gathered which is related to the formal appraisal process.

18.18 Where it is clear from the evidence that the teacher's performance is exceptional, the pay committee may award enhanced pay progression of 2 reference points.

18.19 Further information, including sources of evidence is contained within the school's appraisal policy. The pay committee will be advised by the head teacher in making all such decisions.

## 19. Unqualified teachers

### Pay on appointment

19.1 The pay committee will pay any unqualified teacher in accordance with paragraph 17 of the Document. The pay committee will determine where a newly appointed unqualified teacher will enter the scale, having regard to any qualifications or experience s/he may have, which they consider to be of value.

19.2 The Unqualified Teacher Pay Range in Walsall is:

UQ Point 1	£16,136
UQ Point 2	£18,013
UQ Point 3	£19,889
UQ Point 4	£21,766
UQ Point 5	£23,644
UQ Point 6	£25,520

19.3 The pay committee will consider whether it wishes to pay an additional allowance, in accordance with paragraph 22. In applying additional allowances, consideration should be given to maintaining differentials.

### 19.4 Annual pay determination

In order to progress up the unqualified teacher range, one point annually, unqualified teachers will need to show that they have made good progress towards their objectives.

**19.5** If the evidence shows that a teacher has exceptional performance, the governing body may award enhanced pay progression of 2 reference points.

19.6 Judgments will only be made on evidence gathered which is related to the appraisal process. Information on sources of evidence is contained within the school's appraisal policy.

19.7 The pay committee will be advised by the head teacher in making all such decisions. Pay progression on the unqualified teacher range will be clearly attributable to the performance of the individual teacher. The pay committee will be able to objectively justify its decisions.

## **20. Teaching and learning responsibility payments**

20.1 The pay committee may award a TLR to a classroom teacher in accordance with paragraph 20 of the Document and paragraphs 46 to 53 of the section three guidance. TLR 1 or 2 will be for clearly defined and sustained additional responsibility in the context of the school's staffing structure for the purpose of ensuring the continued delivery of high quality teaching and learning. All job descriptions will be regularly reviewed and will make clear, if applicable, the responsibility or package of responsibilities for which a TLR is awarded, taking into account the criterion and factors set out at paragraph 20.4.

20.2 The pay committee will ensure that sufficient differential exists between different levels of TLR, taking account of the responsibilities for which the TLR is awarded. All decisions will be objectively justified.

WMBC TLR 1 and 2 are:

TLR2a	£2,587 - £3,540
TLR2b	£3,452 - £4,423
TLR2c	£4,312 - £5,207
TLR2d	£5,174 - £6,322
TLR1a	£7,471 - £8,844
TLR1b	£8,633 - £10,023
TLR1c	£9,770 - £10,612
TLR1d	£10,345 - £12,643

20.3 The pay committee may award a TLR 3 of between £511 and £2551 for clearly time-limited school improvement projects, or one-off externally driven responsibilities as set out in paragraph 20.3. The project/responsibility will be focused on teaching and learning; require the exercise of a teacher's professional skills and judgement and have an impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils. The governing body will set out in writing to the teacher the duration of the fixed term, and the amount of the award will be paid in monthly instalments. If a TLR3 is awarded to a part-time teacher, the pro rata principle will not apply. No safeguarding will apply in relation to an award of a TLR3.

Time limited

TLR3a	£511
TLR3b	£1,016

TLR3c	£1,521
TLR3d	£2,026
TLR3e	£2,551

## 21. Special needs allowance

- 21.1 The pay committee will award an SEN spot value allowance on a range of between £2043 and £4034 to any classroom teacher who meets the criteria as set out in paragraph 21 of the Document.
- 21.2 When deciding on the amount of the allowance to be paid, the governing body will take into account the structure of the school's SEN provision, whether any mandatory qualifications are required for the post, the qualifications or expertise of the teacher relevant to the post; and the relative demands of the post (paragraph 21.3 of the Document). The governing body will also establish differential values in relation to SEN roles in the school in order to reflect significant differences in the nature and challenge of the work entailed so that the different payment levels can be objectively justified. The governing body will take account of paragraphs 54 to 58 of the section three guidance.

## 22. Part-time employees

- 22.1 **Teachers:** The governing body will apply the provisions of the Document in relation to part-time teachers' pay and working time, in accordance with paragraphs 42, 43 and 52.5 onwards, and paragraphs 35, 38-43 and 78-86 of the section three guidance.
- 22.2 **All staff:** The head and governing body will use its best endeavours to ensure that all part-time employees are treated no less favourably than a full-time comparator.

### Teachers employed on a short-notice basis

Such teachers will be paid in accordance with paragraph 44 of the Document

## 23. Additional payments

- In accordance with paragraph 26 of the Document and paragraphs 59-68 of the section three guidance, the relevant body may make payments as they see fit to a teacher in respect of:
  - continuing professional development undertaken outside the school day;
  - activities relating to the provision of initial teacher training as part of the ordinary conduct of the school;
  - participation in out-of-school hours learning activity agreed between the teacher and the head teacher; and
  - additional responsibilities and activities due to, or in respect of, the provision of services relating to the raising of educational standards to one or more additional schools.
- 23.1 The pay committee will make additional payments to teachers in accordance with the provisions of paragraph 26 where advised by the head.
- Payment will be calculated on a daily basis at 1/195th of the teacher's actual salary.

## 24. Recruitment and retention incentive benefits

- 24.1 The Committee will consider the award of recruitment and retention payments under paragraph 27 of the Document and against the background of any national guidance or advice, teacher supply and demand, curriculum areas and the retention of experienced staff. In particular where awarding a recruitment and retention allowance enables the school to recruit and retain teachers of the quality required to ensure school improvement.
- 24.2 Payments may only be made for recruitment and retention purposes, not for carrying out specific responsibilities or to supplement pay for other reasons.

**The Committee will pay recruitment awards in the following circumstances:**

**[School to insert details]:**

**The Committee will pay retention awards in the following circumstances:**

**[School to insert details]:**

- 24.3 The pay committee will consider exercising its powers under paragraph 27 of the Document where they consider it is appropriate to do so in order to recruit or retain relevant teachers. It will make clear at the outset, in writing, the expected duration of any such incentive or benefit, and the review date after which it may be withdrawn.
- The governing body will, nevertheless, conduct an annual formal review of all such awards.
- 24.4 No new awards of recruitment and retention incentive benefits will be made to a head teacher, deputy head teacher, or assistant head teacher with effect from 1 September 2014, other than as reimbursement of reasonably incurred housing or relocation costs. However, where the governing body is already paying such an incentive or benefit, determined under a previous Document, subject to review, it may continue with it, at its existing value, until such time as the leadership group member moves to the new leadership group pay arrangements, as set out in the Document 2014.
- 24.5 At that point, all recruitment and retention considerations in relation to a leadership group member will be taken into account when determining the pay range.

## **25. Salary sacrifice arrangements**

- 25.1 Where the employer operates a salary sacrifice arrangement, a teacher may participate in any arrangement and his/her gross salary shall be reduced accordingly, in accordance with the provisions of paragraph 72 of the Document.

## **26. Support Staff**

- 26.1 The pay committee notes its powers to determine the pay of support staff in accordance with paragraph 17 and 29 of the school staffing (England) regulations 2009 and chapter seven of the associated guidance.

### **26.2 Pay and Grading**

The Committee will determine the pay and grading of non-teaching employees in line with:

- 26.3 For Community and Voluntary Controlled Schools and other schools that have adopted WMBC single status grades the approved pay bands and rates of pay are outlined in Appendix 5 (A).
- 26.4 For Academies, Trust/Voluntary Aided .Schools pay and grading arrangements will be agreed within the school – The NJC scp's are outlined in - Appendix 5 (B)

**26.5 Increments**

- 26.6 Each employee will be granted one additional increment from 1 April each year, until the maximum of the pay band is reached.
- 26.7 Employees with less than six months' service in the pay band by 1 April in any year will not be granted their first increment until six months after their appointment, promotion or move to the pay band. Thereafter increments are applicable from 1 April each year until the employee reaches the maximum pay for their band.
- 26.8 National Terms and Conditions may be applied regarding unsatisfactory performance.

**26.7 37 hour week**

- 26.8 The standard working week for full-time employees is 37 hours per week and 52 weeks per year. When entering into a contractual relationship with an employee the Governing Body determine the number of hours and when they want staff to work, and whether they wish to make any provisions in a contract to vary when the hours are actually worked.

**Appendix One****WMBC Leadership Pay Scale**

Point	Annual Salary (£)
L1	38,215
L2	39,172
L3	40,150
L4	41,151
L5	42,175
L6	43,232
L7	44,397
L8	45,421
L9	46,555
L10	47,750
L11	48,991
L12	50,119
L13	51,372
L14	52,653
L15	53,964
L16	55,398
L17	56,671
L18	58,096
L19	59,536
L20	61,013
L21	62,521
L22	64,075
L23	65,662
L24	67,290
L25	68,962
L26	70,668
L27	72,419
L28	74,215
L29	76,053
L30	77,946

L31	79,872
L32	81,858
L33	83,892
L34	85,966
L35	88,102
L36	90,284
L37	92,529
L38	94,817
L39	97,128
L40	99,552
L41	102,040
L42	104,596
L43	107,210

### **Permanent Responsibilities to be taken into account when setting Leadership Pay**

The statutory provisions of the school teachers' pay and conditions document 2014 state that when determining the pay range of a leadership group member, the relevant body must take into account of "all of the permanent responsibilities of the role, any challenges that are specific to the role, and all other relevant considerations".

#### **Social challenge:**

Number of pupils eligible for the pupil premium/free school meals,

Number and challenge of children with special needs [NB: pupils with statements or education, health and care plans are taken into account when calculating the group size of the school]

Number of 'looked after' children

Level of pupil mobility in the area

Number of pupils with English as a second language

Complexity of pupil population and school workforce

Number of staff

Variety of school workforce (eg teachers, speech therapists)

Small school

Rural school

Specialist units or centres

Any specific challenges associated with running more than one school, eg managing geographically split sites, particular challenges of the additional school(s)

Contribution to wider educational development

NLE, SLE, LLE responsibilities which are not time-limited

Teaching school status

Other relevant issues (eg NQT lead, multi-stakeholders)

Recruitment and retention issues

Pay Ranges for Headteachers 2014	
GROUP SIZE	ANNUAL SALARY £
1	43,232 – 58,096
2	45,421 – 62,521
3	48,991 – 67,290
4	52,653 – 72,419
5	58,096 – 79,872
6	62,521 – 88,102
7	67,290 – 97,128
8	74,215 – 107,210



## Upper Pay Range Application Form

## Appendix Two

## Eligibility Criteria

In order to be assessed you must be a qualified teacher and need to be able to evidence that you are:

- highly competent in all elements of the relevant standards; and
- that your achievements and contribution to the school have been substantial and sustained.

As detailed in Appendix Three.

Name: \_\_\_\_\_

Post:

### Appraisal Details:

### Years covered by review statements

Schools covered by review statements

Please provide an explanation why, in your judgement, your achievements and contribution to the school has been substantial and sustained. Additional documentary evidence should be attached.

[illegible]

Declaration:

I confirm that at the date of this request for assessment to be paid on the Upper Pay Range I meet the eligibility criteria and I submit appraisal review statements covering the relevant period.

Teacher's signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Appendix Three****Upper Pay Range Progression Criteria**

The teacher will be required to meet the criteria set out in paragraph 15 of the Document, namely that:

- the teacher is highly competent in all elements of the relevant standards; and
- the teacher's achievements and contribution to an educational setting or settings are substantial and sustained.

In this school, this is interpreted as follows:

“highly competent”:

the teacher's performance is assessed as having excellent depth and breadth of knowledge, skill and understanding of the Teachers' Standards in the particular role they are fulfilling and the context in which they are working.

(e.g. performance which is good enough to fulfil wider professional responsibilities, and develop effective professional relations with colleagues, giving them advice and demonstrating to them effective teaching practice and how to make a positive contribution to the wider life and ethos of the school, in order to help them meet the relevant standards and develop their teaching practice).

“substantial”:

the teacher's achievements and contribution to the school are significant, not just in raising standards of teaching and learning in their own classroom, or with their own groups of children, but also in making a significant wider contribution to school improvement, which impacts on pupil progress and the effectiveness of staff and colleagues.

(e.g. of real importance, validity or value to the school; play a critical role in the life of the school; provide a role model for teaching and learning; make a distinctive contribution to the raising of pupil standards; take advantage of appropriate opportunities for professional development and use the outcomes effectively to improve pupils' learning).

“sustained”:

the teacher must have had two consecutive successful appraisal reports and have made good progress towards their objectives during this period (see exceptions outlined in paragraph 10.2). They will have been expected to have shown that their teaching expertise has grown over the relevant period and is consistently good to outstanding.

**Appendix Four****Model appeals procedure**

The school teachers' pay and conditions document ('the Document') requires schools and local authorities to have a pay policy in place that sets out the basis on which teachers' pay is determined and the procedures for handling appeals.

As part of the overall appraisal process, a pay recommendation is made by the appraiser/reviewer (normally the line manager) and discussed with the teacher at the review meeting prior to being submitted to the school's pay committee or relevant decision-making body. Written details of and the reasons for the pay recommendation will be given to the teacher.

At this particular stage of the pay determination process, if the teacher wishes to better understand the rationale for the pay recommendation or bring any further evidence to the attention of the appraiser/reviewer, they should be given the opportunity to do so before the final pay recommendation is drafted in the appraisal report. The nature of any subsequent appraisal and pay discussion will be informal and therefore representation (on either side) is not necessary nor would it be appropriate. At the conclusion of any further discussion, the pay recommendation may be adjusted or it may remain the same; the appraisal report will be updated to reflect the discussion.

If a teacher believes that the final pay recommendation falls short of their expectations and they wish to seek a further review of the information that affects their pay, they may wish to formally appeal against the decision, utilising the formal appeal hearing procedure. Appeal hearings against pay decisions must satisfy the dispute resolution requirements of employment law (ie part four of the Trade Union and Labour Relations (Consolidation) Act, 1992) and the ACAS code of practice.

**Appeal hearing procedure**

It is the intention that the appeals procedure will be dealt with promptly, thoroughly and impartially.

**Guidance**

When a teacher feels that a pay decision is incorrect or unjust, they may appeal against that decision, especially when there is new evidence to consider.

Teachers/head teachers/Principals should put their appeal in writing to either the head teacher or the governing body; their appeal should include sufficient details of its basis.

Appeals should be heard without unreasonable delay and at an agreed date, time and place.

Employees have a statutory right to be accompanied at any stage of an appeal hearing by a companion who may be either a work colleague or a trade union representative.

**Appeal procedure steps: informal stage**

As part of the pay determination process, the line manager (the recommendation provider) will make a recommendation to the decision maker (the person/s or committee responsible for approving the pay recommendation) supported by relevant assessment evidence. On determining a teacher's pay, the decision maker will write to the teacher advising them of the pay decision, the reasons for it and will, at the same time, confirm their right to appeal the decision to the decision maker.

If the teacher wishes to appeal the decision, they must do so in writing to the decision maker, normally with 10 school working days or within a mutually agreed alternative timescale. The appeal must include a statement, in sufficient detail, of the grounds of the appeal. In the event that an initial appeal is raised, the decision maker must then arrange to meet the teacher to discuss the

appeal. The recommendation provider should also be invited to the meeting to clarify the basis for the original recommendation.

The decision maker will reconsider the decision in private and write to the teacher to notify them of the outcome of the review and of the teacher's right of appeal to the governing Body. If the teacher wishes to exercise their right of appeal, they must write to the clerk of the governing body at the earliest opportunity and normally within 10 school working days, including a statement of the grounds of the appeal and sufficient details of the facts on which they will rely.

This will invoke the formal stage of the appeal procedure.

### **Appeal procedure steps: formal stage**

On receipt of the written appeal, the clerk to the governing body will establish an appeal committee that should consist of three governors, none of whom are employees in the school or have been previously involved in the relevant pay determination process and convene a meeting of the appeal committee at the earliest opportunity and no later than 20 school working days of the date on which the written appeal was received. Both the recommendation provider and the decision maker will be required to attend the meeting.

The chair of the appeal committee will invite the employee to set out their case. The employee should be reminded of their right to be accompanied by a work colleague or trade union representative. Both the recommendation maker and the decision maker will also be asked to take the committee through the procedures that were observed in their part of the pay policy determination process.

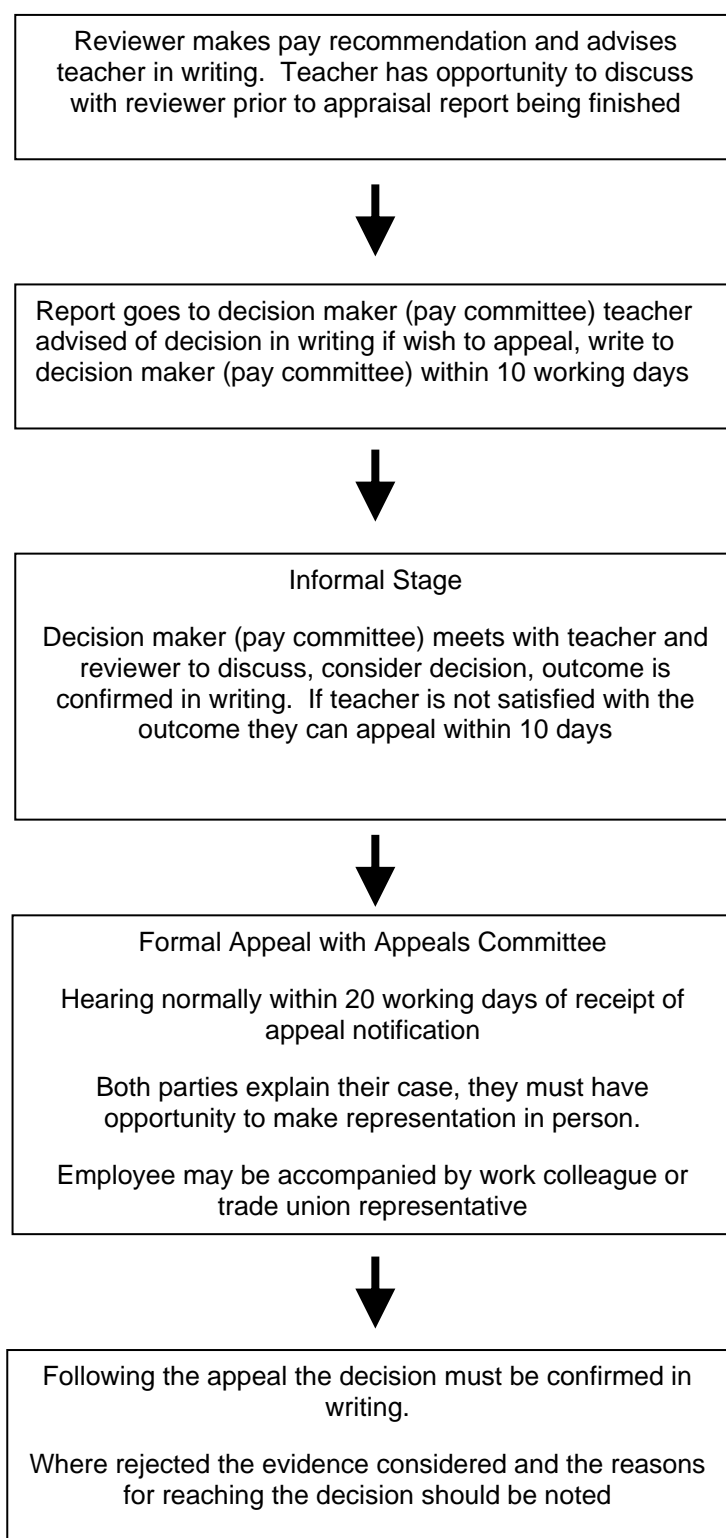
Following the conclusion of representations by all relevant parties, the appeal committee will then consider all the evidence in private and reach a decision. The appeal committee will write to the teacher notifying them of their decision and the reasons for it. Other attendees at the meeting will also be notified of the decision. The decision of the appeal committee is final.

### **The modified procedure**

There will be no entitlement to invoke the appeal procedure in relation to a pay decision if the teacher has left the employment of the school.

Where a teacher has, whilst employed at the school, lodged an appeal against a pay decision but has then subsequently left the school's employment before any appeal hearing is held, the following steps will be observed:

- The teacher must have set out details of their appeal in writing;
- The teacher must have sent a copy of their appeal to the chair of the governing body;
- The chair of the governing body will consult with relevant school personnel and provide the teacher with an appropriate written response on behalf of the school.

**Pay Hearings and Appeals Procedure**

*\*If the appellant is the Head Teacher /Principal then where it refers to Head Teacher above it will be the relevant Governor responsible for the Head Teacher's appraisal, and the teacher becomes the Head Teacher.*

## Appendix Five (A)

**WMBC Single Status Pay Bands for Support Staff - Applicable to all Community and Voluntary Aided Schools and other schools that have adopted the WMBC Single Status Grades**

Grade		SCP	Annual Salary
Single statues Grades			
G1 min		005	12540
		006	12614
		007	12915
	G2 min	008	13321
G1max		009	13725
		010	14013
		011	14880
G3 min		012	15189
	G2 max	013	15598
		014	15882
		015	16215
	G4 min	016	16604
G3 max		017	16998
		018	17333
		019	17980
G5 min		020	18638
	G4 max	021	19317
		022	19817
		023	20400
	G6 min	024	21067
G5 max		025	21734
		026	22443
		027	23188
G7 min		028	23945
	G6 max	029	24892
		030	25727

		031	26539
	G8 min	032	27323
G7 max		033	28127
		034	28922
		035	29528
G9 min		036	30311
	G8 max	037	31160
		038	32072
		039	33128
	G10 min	040	33998
G9 max		041	34894
		042	35784
		043	36676
G11 min		044	37578
	G10 max	045	38422
		046	39351
		047	40254
	G12 min	048	41148
G11max		049	42032
		050	42972
		051	43901
G13 min		052	44960
	G12 max	053	46043
		054	47126
		055	48224
G13 max		056	49316
G14 min		061	54959
		062	56107
	G15 min	063	57917
G14 max		064	60814
		065	63708
G16 min		066	66728

	G15 max	067	69626
G16 max		068	72521



## Appendix Five (B)

**National Joint Council (NJC) Spinal Column Points - Applicable to Academies, Voluntary Aided and Trusts Schools that have not adopted WMBC Single Status Grades**

				Scale	Point	Annual Salary			
				1	5	£12,540			
					6	£12,614			
					7	£12,915			
					8	£13,321			
					9	£13,725			
					10	£14,013			
2					11	£14,880			
					12	£15,189			
					13	£15,598			
				3	14	£15,882			
					15	£16,215			
					16	£16,604			
					17	£16,998			
				4	18	£17,333			
					19	£17,980			
					20	£18,638			
					21	£19,317			
				5	22	£19,817			
					23	£20,400			
					24	£21,067			
					25	£21,734			
				6	26	£22,443			
					27	£23,188			
					28	£23,945			
				SO1	29	£24,892			
					30	£25,727			
					31	£26,539			
				SO2	32	£27,323			
					33	£28,127			
					34	£28,922			
					35	£29,528			
PO37-40				PO36-39	PO34-37	PO33-36	PO35-38	36	£30,311
								37	£31,160
								38	£32,072
PO41-44				PO40-43	PO39-42	PO38-41		39	£33,128
								40	£33,998
								41	£34,894
							PO42-45	42	£35,784
								43	£36,676
								44	£37,578
					PO45-48	PO44-47	PO43-46	45	£38,422
								46	£39,351
								47	£40,254
PO48-52							PO46-49	48	£41,148
								49	£42,032
								50	£42,972
								51	£43,901
								52	£44,960
								53	£46,043
								54	£47,126
								55	£48,224
								56	£49,316
								57	£54,959