To Chair of Governors and Headteacher

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|  | Dear Colleague,  **Re: Changes to the School Teachers Pay and Conditions Document together with guidance on reviewing and revising school pay policies.** |  |

The 2013 School Teacher’s Pay and Conditions Document (STPCD) introduces significant changes to teachers pay arrangements, including the introduction of performance related pay progression. As a result, schools need to review and revise their pay policies (and possibly their Performance Management Policy) to reflect the key changes contained in the 2013 Document. A copy of the 2013 STPCD can be found at www.education.gov.uk/pay.

The main changes are as follows:-

* Removal of pay progression on length of service and ‘automatic’ annual increments. In future, pay progression is to be linked to performance against the ‘Teachers Standards’ and ‘Performance Management Objectives’.
* Giving schools the option of increasing individual teachers pay at different rates based on their performance.
* The removal of pay points and introduction of pay ranges with pay levels to be determined at the discretion of each school for each of the groups of teachers i.e. unqualified, qualified main scale, upper pay scale and leading practitioner.
* The introduction of a new pay range for Leading Practitioners whose primary purpose is to model and lead the improvement of teaching skills.
* Replacing the current threshold test for progression from the main to the upper range with simpler school determined criteria.
* The removal, during the recruitment process, of any obligation on schools to match a teacher’s existing salary.
* The introduction of fixed term Teaching and Learning Responsibility allowances for short term projects to be known as TLR 3, limited to a maximum of £2525.
* The removal of the three year limit on recruitment and retention allowances.

In relation to the 2013 STPCD, the Department for Education state that the revised arrangements provide increased flexibility for schools to develop pay policies that are tailored to their particular needs and circumstances with schools being free to decide how best to implement the changes and develop their policies accordingly.

Revising the Pay Policy

In particular, schools are asked to note the following:-

* The Governing Body is required to adopt a pay policy including arrangements for appeals, and make it available to all staff.
* The Pay Policy must set out the basis on which the Governing Body will determine pay and the date by which such determination will be made.
* In devising their pay policy, schools must comply with the statutory provisions and should consult with staff and recognised trade unions.
* The changes in the 2013 STPCD relate to teachers pay only and do not change the pay arrangements for school leaders and teachers in receipt of existing TLR payments / Special Needs Allowances.
* Senior Leaders should communicate immediately with staff about the changes being brought about which link appraisal to pay progression recommendations.
* Governing Bodies should ensure that their committee structure is fit for purpose and ensure that members are trained on the procedures as set out in the schools agreed pay policy and performance management policy.

Next Step

Anglesey Lifelong Learning Services, in consultation with the following Trade Unions (NASUWT, NUT, NAHT, ASCL, ATL, UCAC and GMB), has produced an agreed model pay policy which schools are recomended to adopt as their own policy. A copy of the Authority’s model policy is attached and there is no need to to consult on it.

If not adopting the model policy prepared by the Authority, schools should be aware that they must arrange to review and revise their pay policy as soon as possible and arrange for the document to be consulted upon with staff and with local trade union representatives. It is the Governors’ responsibility to do this.

Schools should note that the Department for Education has produced guidance including a model pay policy, available on [www.education.gov.uk/pay](http://www.education.gov.uk/pay) . In addition the teachers unions have published information and model documents available on the following trade union websites:- NASUWT, NUT, NAHT, ASCL, ATL and UCAC.

Yours sincerely

**Dr Gwynne Jones**

**Director of Lifelong Learning**