

PERSONNEL MODULE

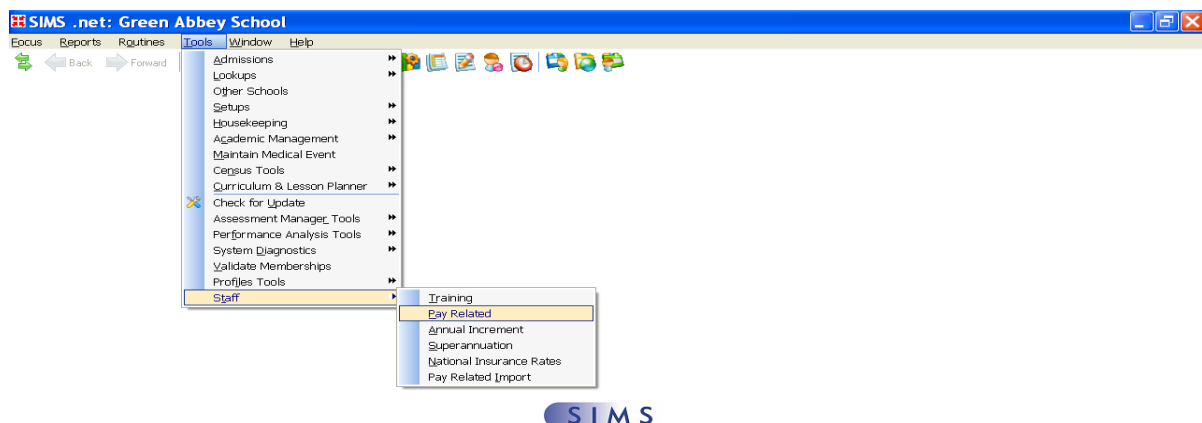
UPDATE NOTE No 73

30th October 2019

MANUALLY UPDATE TEACHERS PAY AWARDS

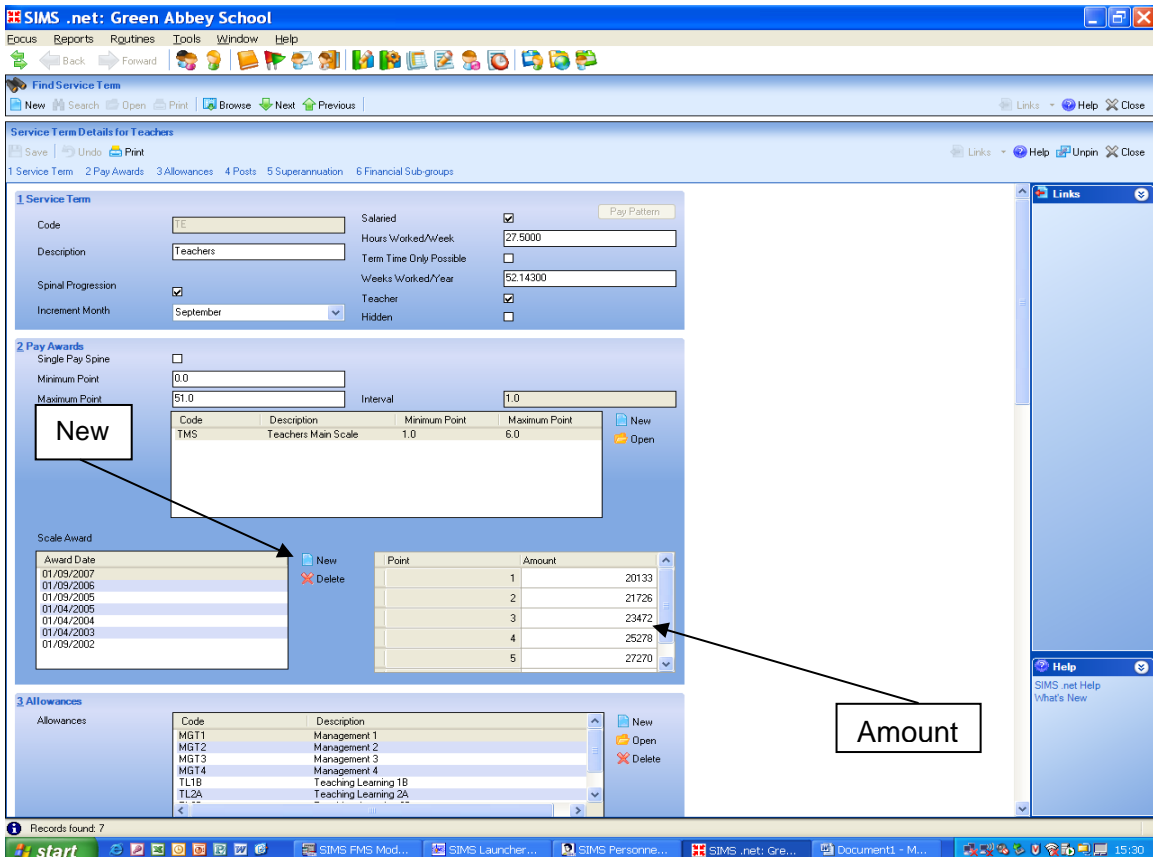
The following instructions will need to be completed for the LD, TE, TU and UQ Service Terms.

1. After logging on into SIMS.Net click on the Tools drop down menu, select Staff and then Pay Related.



2. Click on Search to bring up a list of all Service Terms, then select the Service Term you require by double clicking on it to open.

3. Click on the New icon to the right of the Scale Award box.



4. Type in the date that the award is applicable from e.g. 01/09/19 and click on OK.

5. Move the highlight bar to the first point on the scale, put the cursor in the Amount box on the right and type in the corresponding amount from the attached pay award table.

6. Move the cursor to the next point in the table and repeat step 5. Continue this until the pay scales are fully completed.

7. Check that the amounts you have entered against each scale point are correct, we have found that it helps to have two people at this point, one to read the amounts from the list and one to check they are correct on the screen.

8. When you are sure that the amounts are correct, click on the Save button at the top left of the screen to save the information.

9. To move on to the next Service Term click on the Browse button at the top of the screen.

10. Complete steps 2 to 9 until you have updated all of the applicable Service Terms.

Refer to the Teachers Pay Scales September 2019 on the subsequent pages for the amounts.

PAY RANGES IN THIS SCHOOL

UNQUALIFIED TEACHER, MAIN PAY RANGE & UPPER PAY RANGE

(On adopting this policy, school to choose one of the following options and delete the others)

The school has adopted the following pay reference points within the Main, Upper and Unqualified Pay Ranges. These reference points include relevant uplifts as detailed in the School Teachers' Pay and Conditions Document (STPCD) 2019.

[OPTION 1a]

Main Pay Range

		£
Minimum	M1	£24,373
	M2	£26,041
	M3	£28,133
	M4	£30,299
	M5	£32,686
	M6a	£35,269
Maximum	M6b	£35,971

Unqualified Pay Range

		£
Minimum	1	£17,682
	2	£19,739
	3	£21,794
	4	£23,851
	5	£25,909
Maximum	6	£27,965

Upper Pay Range

		£
Minimum	U1	£37,654
Mid-reference point	U2	£39,050
Maximum	U3	£40,490

[OPTION 1b]

Main Pay Range

		£
Minimum	M1	£24,373
	M2	£26,298
	M3	£28,413
	M4	£30,599
	M5	£33,010
	M6a	£35,619
Maximum	M6b	£35,971

Unqualified Pay Range

		£
Minimum	1	£17,682
	2	£19,739
	3	£21,794
	4	£23,851
	5	£25,909
Maximum	6	£27,965

Upper Pay Range

		£
Minimum	U1	£37,654
Mid-reference point	U2	£39,050
Maximum	U3	£40,490

[OPTION 2]

The school will devise its own pay reference points, within the minimum and maximum of the Main, Upper and Unqualified Pay Ranges as published in the 2019 STPCD.

[OPTION 3]

The school has no reference points and will appoint teachers/unqualified teachers to a salary within the minimum and maximum of the relevant Main, Upper or Unqualified Pay Range as published in the 2019 STPCD, based on the requirements of the post and skills and experience of the individual teacher.

LEADING PRACTITIONER PAY RANGE

(On adopting this policy, school to choose one of the following options and delete the others)

[OPTION 1]

The school has adopted the following pay reference points within the Leading Practitioner Pay Range. These reference points include relevant uplifts as detailed in the School Teachers' Pay and Conditions Document (STPCD) 2019.

For each Leading Practitioner post, the school will determine an individual post pay range within the reference points below, having regard to the challenges and demands of the post, ensuring appropriate scope within each individual post pay range to allow for performance related pay progression.

Leading Practitioner Pay Range

	£
Minimum 1	£41,267
2	£42,299
3	£43,355
4	£44,435
5	£45,542
6	£46,684
7	£47,941
8	£49,048
9	£50,271

	£
10	£51,563
11	£52,901
12	£54,120
13	£55,474
14	£56,857
15	£58,272
16	£59,820
17	£61,195
Maximum 18	£62,735

OPTION 2

The school will devise its own reference points within the minimum and maximum of the Leading Practitioner Pay Range, as published in the 2019 STPCD.

OPTION 3

The school has no reference points and will appoint to a salary within the minimum and maximum of the Leading Practitioner Pay Range, as published in the 2019 STPCD, based on the requirements of the post and skills and experience of the individual teacher.

LEADERSHIP PAY (Headteacher, Deputy Headteacher and Assistant Headteacher)
(On adopting this policy, school to choose one of the following options and delete the others)

[OPTION 1]

The school has adopted the following pay reference points within the Leadership Pay Range. These reference points include relevant uplifts as detailed in the School Teachers' Pay and Conditions Document (STPCD) 2019.

For each Leadership post, the school will determine an individual post range within the relevant reference points below, having regard to the challenges and demands of the post.

2019-2020		Headteacher Group ranges							
Pay Reference		1	2	3	4	5	6	7	8
1	41,065								
2	42,093								
3	43,144								
4	44,218								
5	45,319								
6	46,457	1							
7	47,707								
8	48,808		2						
9	50,026								
10	51,311								
11	52,643			3					
12	53,856								
13	55,202								
14	56,579				4				
15	57,986								
16	59,528								
17	60,895								
18*	61,808	18*	n/a						
18	62,426					5			
19	63,975								
20	65,561								
21*	66,517		21*	n/a					
21	67,183						6		
22	68,851								
23	70,556								
24*	71,590			24*	n/a				
24	72,306							7	
25	74,103								
26	75,936								
27*	77,048				27*	n/a			
27	77,818								
28	79,748								8
29	81,723								
30	83,757								

2019-2020		Headteacher Group ranges							
Pay Reference		1	2	3	4	5	6	7	8
31*	84,976					31*	n/a		
31	85,826								
32	87,960								
33	90,145								
34	92,373								
35*	93,732						35*	n/a	
35	94,669								
36	97,013								
37	99,424								
38	101,885								
39*	103,334							39*	n/a
39	104,368								
40	106,972								
41	109,644								
42	112,392								
43	114,060								

*These points represent the maxima of each Headteacher Group

OPTION 2

The school will devise its own reference points within the minimum and maximum of the Leadership Pay Range set within the Leadership Group, as published in the 2019 STPCD.

OPTION 3

The school has no reference points and will appoint new Leadership roles to a salary within the relevant minimum and maximum as published in the 2019 STPCD, based on the requirements of the post and skills and experience of the individual teacher.