



Edith Stein Catholic Academy Trust

Trust Pay and Remuneration Policy Statement

- The ECAT Board of Directors believes that schools within the Trust should operate as autonomously as possible within frameworks and principles established by ESCAT; Policies should reflect the nature and context of the school.
- This statement sets out the framework for making decisions on support staff and teachers' pay across ESCAT. It has been developed to comply with current legislation and the requirements of each school. It needs to be read in conjunction nationally agreed terms and conditions documents for Teachers and support staff and individual school policies.
- The Directors believe it is in its school's interest to follow national guidance closely and where necessary make adaptations that suit the schools context if they are advantageous to staff.
- From 21-22 the Directors will delegate Pay Policies to individual Local Governing Bodies (LGBS). When developing the Pay Policy it is the requirement of the Trust that schools will follow the CES templates adopting the following principles:
 - Ensure that staff are rewarded for the quality of their teaching and learning, their overall contribution to the school and the level of responsibility they carry out subject to the national guidelines for pay and within the constraints of budgetary provision.
 - Establish and maintain a pay structure which will enable the school both to recruit staff of a suitable quality and to retain staff of a sufficient number and quality in order to achieve its objectives.
 - Ensure that pay decisions are based on transparent measures of staff performance.
 - Ensure that the policy reflects development plan priorities for individual schools
 - Ensure pay decisions are cognisant of the trust mission statement and that of the individual schools.
 - Ensure that at all times all staff are valued and their contribution to the life and work of the school community properly recognised and remunerated
 - The policy is guided by the Diocese and Catholic Education Service (CES) where necessary as all staff within the Trust employed under CES contracts
 - Ensure as far as is reasonable that staff in different schools within the trust are paid equally for work of equal value within the remit of the banding of teacher pay.
 - Establish a Pay Policy which emphasises the school's commitment to Equal Opportunities and other relevant pay legislation.
 - Establish and implement a Pay Policy which will be guided both by the most recent recommendations of statutory bodies and the constraints of budgetary provision.
 - Appeals against pay decisions will be managed by LGBs.

The Local Governing Body Pay Policy must

- Determine the responsibility of the LGB and any relevant pay committees.
- Set pay ranges for class teachers, lead practitioners, staff on the leadership pay and unqualified teacher recognising the recommendation of the STPCD and recommended cost of living increase.
- Set pay ranges for support staff based upon the national Employers and Employment in Hampshire County Council Committee pay scales unless otherwise directed by the Board of Directors.

- Determine leadership pay and differentials recognising the range determined by the ISR for each school.
- Recognise national upper and lower limits for pay ranges and adopt the incremental bands set with appendix one of this document. (Schools joining the Trust should look to harmonize pay bands within 1 year of joining without detriment to staff)
- Establish a rationale for pay determination on appointment of staff.
- Describe the process of pay progression based on performance with reference to the school appraisal policy for all staff covered by the policy.
- Establish the criteria for TLR responsibilities.
- Determine how any additional allowances will be rewarded or salary sacrifice systems will operate.
- Indicate how pay safeguarding will apply if relevant
- Detail the process of appeal against a pay decision made by the LGB or a sub-committee.

Establishing the salary of Leaders working across the Trust

- As part of the Trusts leadership structure, Directors may determine it necessary to appoint an Executive Head or a Chief Executive Officer (CEO) or Chief Financial Officer (CFO) or make an appointment to a post that combines a range of leadership responsibilities.
- The terms 'executive head/principal', 'CEO' and 'CFO' are not defined in statutory pay guidance for schools and academies, however the Trust Board recognises that working across more than one setting and having responsibility to the Trust brings with it greater responsibility than leadership within a single school.
- The Trust Board will be responsible for determining the pay range and starting salary of the CEO, executive Head, and CFO or a combination of roles using guidance set out by the Education & Skills Funding Agency (ESFA)
[Setting executive salaries: guidance for academy trusts - GOV.UK \(www.gov.uk\)](http://www.gov.uk)
 along with any other related guidance such as ASCL's Setting Pay for Executive Heads/ Principals and Chief Executive Officers and the recommendations of the Institute of School Business Leaders
[Setting-Pay-for-Executive-Heads-Principals-and-Chief-Executive-Officers.pdf \(ascl.org.uk\)](http://ascl.org.uk)
[ISBL](http://isbl.org.uk)
- The Chair of the Trust Board will be responsible for working with LGBs where hybrid roles exist to determine the most appropriate structure and making pay progression recommendations. Such recommendations will be ratified by the Directors.

Monitoring LGB Pay policies and its effectiveness

The trustees will monitor the effectiveness of individual school pay policies by

- Holistically Reviewing rates of progression up pay scales.
- Reviewing staff movement
- Monitoring the number of appeals against pay decisions
- Sampling role profiles to check they are being remunerated equally.

ESCAT Pay and Remuneration Personnel

Key Personnel are:

Pay and Remuneration Director