



Pay Policy

Version 1

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Author	CEO / HR Manager
Name of Responsible Committee / Individual	Trust Board
Status	Non-Statutory
Target Audience	Teaching/Associate Staff
Date Policy Agreed	July 2026 (Version 1)
Review Date	July 2027

B

Belonging

We build a culture where every child, colleague and community member feels safe, valued and included, creating a strong sense of family across our Trust.



F

Flourishing

We enable every child and adult to flourish through rich opportunities, high quality education and exceptional care, so that all can achieve their full potential.



L

Leadership

We lead with integrity, ambition and professionalism, empowering others through strong governance, expert practice and moral purpose.



P

Partnership

We work in partnership across our academies and communities, sharing expertise, building capacity and achieving more together than we could alone.



T

Transformation

We transform lives through education by raising aspirations, tackling disadvantage and creating brighter futures for every child and young person.



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Policy statement

This policy sets out the framework for determining employees' pay across the Trust. In adopting this policy, the Trust aims to support excellent outcomes for all students by recruiting, retaining and developing a high-quality workforce. The Trust operates an automatic pay progression model, under which employees will normally progress through their pay range on an annual basis in accordance with this policy. The policy complements the Trust's approach to professional growth by promoting a supportive and developmental culture that ensures employees have the skills and support required to perform their roles effectively. High standards of teaching and learning are maintained through the Trust's Quality Assurance of Teaching & Learning Policy alongside the use of line management to evaluate the effectiveness in performance of leadership and non-teaching roles as detailed in individual job descriptions. This policy enables the Trust to recognise and reward staff appropriately for their contribution, while ensuring that pay decisions are fair, transparent and applied consistently across the Trust, and all decisions will be made in accordance with this policy and will be free from discrimination, ensuring full compliance with equality legislation.

Monitoring the impact of the policy

The Trust Board will monitor the implementation, outcomes and impact of this policy on an annual basis. This will include the analysis of trends in pay progression across specific groups of staff to assess the effectiveness of the policy and the academy's ongoing compliance with equality legislation. Findings will be reviewed periodically and reported through the CEO's report.

Review of policy

This policy is reviewed annually by the Trust Board, following consultation with the recognised trade unions.

TEACHING STAFF

Basic pay determination on appointment

The CEO will determine the pay range for all roles on appointment. The CEO or Headteacher/ will determine the starting salary within that range to be offered to the successful candidate, dependent on prior experience.

In making such determinations, the CEO may take into account a range of factors, including:

- the nature of the post
- the level of qualifications, skills, and experience required
- market conditions
- the wider Trust context and strategic priorities
- relevant experience and contribution

The Principal will determine the appropriate rate taking into account current salary, salary expectations and the factors set out above.

Pay reviews

The Trust Board will ensure that each teacher's salary is reviewed annually by no later than 31 October each year. Pay increases will be backdated to 1 September of the same academic year.



Salary will also be reviewed if a teacher takes up a new post with effect from the date the post commenced or in other circumstances as required, with effect from the relevant date.

All teachers will be notified in writing within one month of a decision on pay setting out their salary.

Pay progression

Unqualified teachers and teachers on the Main Pay Scale will progress by one pay point within their agreed pay scale on 1 September each year in line with the Trust's pay progression arrangements. Teachers are expected to meet the Teachers' Standards as part of their professional responsibilities. The Trust will maintain appropriate quality assurance processes to ensure high standards of teaching and learning. Where concerns about performance arise, these will initially be addressed through a structured professional support process. Where concerns are serious or sustained and not resolved through support, they may be managed through the Trust's formal capability procedures.

Teachers holding additional responsibilities, including those in receipt of a Teaching and Learning Responsibility (TLR) payment, those paid on the Upper Pay Range (UPS), and those on the leadership scale, are expected to fulfil the responsibilities set out in their job description and the wider expectations of their role. Teachers on the Upper Pay Range are also expected to make a substantial and sustained contribution to the wider school. Pay progression will be applied in line with the Trust's pay progression arrangements set out in this policy. Additional Trust expectations for UPS criteria are as follows:

- UPS1/2: Agreed additional responsibility in working with colleagues to improve provision and outcomes within a Key Stage / Subject Area/ Department over a 2-year period.
- UPS2/3: Agreed additional responsibility in working with colleagues to improve provision and outcomes across the whole school/UTC over a 2-year period.
- UPS4/5: Agreed additional responsibility in working with colleagues to improve provision and outcomes across the whole school/UTC with additional contribution to Trust priority areas.

This must be different and in addition to any role for which a TLR is paid.

The expectations set out above apply to progression onto the Upper Pay Range. Once on the Upper Pay Scale, progression will be in line with the Trust's pay progression arrangements.



Withholding Pay progression

Employees will receive annual pay progression unless they are subject to a formal capability process at the time of the pay determination. Any decision to withhold pay progression will be made in accordance with the Trust's Capability Policy and will be subject to Trust-level moderation.

Where concerns arise that a teacher may not be meeting the Teachers' Standards at a level expected for their role, and those concerns are sufficiently serious that pay progression may be affected, the teacher will be informed in writing that pay progression is at risk. The written notification will identify the specific Teachers' Standards in question and explain the nature of the concerns.

In such circumstances, a formal and time-bound professional support process will be implemented. This process is distinct from the Trust's universal coaching and professional development model, which applies to all staff. The purpose of the formal support process is to provide clarity regarding expectations, identify the improvements required, and offer structured assistance to enable the teacher to demonstrate sustained improvement. The teacher will be given the opportunity to respond to the concerns and to engage with the support provided.

Pay progression will not normally be withheld unless the teacher has been formally notified that progression is at risk, has been provided with a reasonable and documented opportunity to improve through the formal support process, and has either failed to demonstrate sufficient and sustained improvement or is subject to a live formal capability warning at the time of the pay determination.

Any decision to withhold progression must be based on documented evidence arising from the formal support or capability process, must be linked to clearly identified Teachers' Standards, and must be proportionate to the level and persistence of the concerns identified. Minor, isolated or historic concerns will not normally justify withholding progression where overall performance remains at an acceptable level.

Before a final decision is made to withhold progression, the teacher will be invited to a meeting to discuss the recommendation and may be accompanied by a recognised trade union representative or workplace colleague. Following this meeting, a written decision will be issued setting out the reasons for the outcome.

All recommendations to withhold pay progression will be subject to Trust-level moderation prior to final determination by the Remuneration Committee. The moderation process will consider consistency of application across academies, the sufficiency of evidence, and equality implications.

In applying pay progression, the Trust will have due regard to its obligations under the Equality Act 2010. Employees will not be disadvantaged in relation to pay progression due to maternity leave, adoption leave, disability-related absence, or other protected circumstances. Pay progression will be applied in line with this policy. The Trust will undertake regular monitoring of pay progression outcomes to ensure fairness, consistency and equality of impact.

A one point pay increment will not be granted where, following the formal support



process outlined above, or where a teacher is subject to a live formal capability warning at the time of the pay determination, the teacher has failed to demonstrate sufficient and sustained improvement in meeting the Teachers' Standards. Where concerns about a teacher's work performance arise, teachers will normally receive informal, focused support in the first instance. Informal support is developmental in nature and does not in itself prevent pay progression.

Where a teacher is receiving informal support as part of the Trust's professional development processes, this will not in itself prevent pay progression. Informal support is developmental in nature and does not constitute a formal performance concern. Pay progression will only be at risk where the teacher has been formally notified in writing that progression is at risk and a structured, time-bound professional support process has been initiated. The commencement date, duration and expectations of that formal support process will be confirmed in writing, in line with the Trust Capability Policy. Progression will not normally be withheld unless the teacher has been provided with a reasonable and documented opportunity to improve and has failed to demonstrate sufficient and sustained improvement or is subject to a live formal capability warning at the time of the pay determination.

When there is unsatisfactory progress made following informal support mechanisms, the teacher will then enter the capability process.

A one point pay increment **will not be granted** if the teacher has reached the top of their respective / agreed pay scale.

Pay progression for Early Career Teachers (ECTs) will be determined in accordance with the statutory induction framework and the School Teachers' Pay and Conditions Document and will be based on satisfactory progress against the Teachers' Standards as evidenced through formal induction assessments. Progression is not automatic. Where an ECT demonstrates satisfactory progress at the end of their first year, the Trust will award progression to the next point on the Main Pay Scale from the following 1 September. This midpoint progression is a Trust policy enhancement to support recruitment and retention. It is not a statutory entitlement but will be applied consistently across all academies/UTC. Successful completion of induction will normally result in progression in line with the Main Pay Scale provisions set out in this policy.

A one point pay increment **will not be granted** if a teacher opts out of progressing from M6 to UPS in line with the procedure outlined in section 7 below.

Established teachers are experienced practitioners who lead school-wide initiatives, mentor early career teachers, and demonstrate advanced expertise in teaching and learning. They are paid on UPS1–UPS5. Teachers on the Upper Pay Scale progress automatically each year until reaching the maximum point (UPS5), following current progression arrangements.

For rare cases of exceptional performance, a Headteacher/Principal has discretion to increase pay by more than a single point within the agreed pay range / scale, however this would need to be discussed and agreed by the CEO and be in line with agreed budgets.



Final determinations regarding the approval of pay recommendations shall rest with the Trust Board, informed by Headteacher recommendations and the moderation undertaken by the CEO.

The Remuneration Committee will consider its approach in the light of the budget and ensure that appropriate funding is allocated for pay progression at all levels.

Progression to the upper pay range for teachers

It is the responsibility of teachers who in the preceding year were paid at M6 to decide whether or not they wish to be paid on the upper pay range and they should assess themselves against the criteria below:

In line with the STPCD the teacher should be highly competent in all elements of the relevant standards; and that the teacher's achievements and contribution to the educational setting are substantial and sustained. Within our Trust, substantial, highly competent and sustained mean the following:

- **Substantial:** means 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 students' learning
- **Highly Competent:** means performance which is not only good but also good enough to provide coaching and mentoring to other teachers, give advice to them and demonstrate to them effective teaching practice and how to make a wider contribution to the work of the school, in order to help them meet the relevant standards and develop their teaching practice
- **Sustained:** means continuously over sustained period
-

Each September, the Headteacher or Principal will issue written communication to all teachers on grade M6. This correspondence will set out the additional performance expectations detailed in section 6, for which teachers will be held accountable.

This communication will highlight the opportunity for progression to UPS1 for all teachers, with the exception of those currently undergoing capability procedures.

The Trust is committed to recognising and rewarding excellence in practice, and UPS progression celebrates the positive impact that teachers make on pupils/students, colleagues, and the wider school community.

The Trust recognises teachers on the Upper Pay Scale (UPS) as experienced professionals who consistently demonstrate high standards of teaching, conduct and professionalism. UPS teachers are expected to act as positive role models within the wider school community by exemplifying best practice in teaching and learning, upholding the Trust's values, and contributing proactively to whole-school improvement. This includes supporting and influencing colleagues through mentoring, collaboration and the sharing of effective practice, as well as making a sustained and substantial contribution beyond their own classroom. Through their professional behaviours and commitment to continuous improvement, UPS teachers play a key role in raising standards and fostering a culture of excellence across the school.



Staff may choose to opt out if they do not wish to have their performance measured against this higher level.

Headteacher/Principals

The Headteacher/Principal will be assigned to a group using STPCD as a guidance. A pay range will be determined for the Headteacher/Principal which will not normally exceed the maximum of the group(s), unless there are specific exceptional circumstances or candidates warrant it, up to an additional 25% in line with the STPCD. For example, additional responsibility across the trust or for new recruits taking into account their existing salary/ challenges around recruitment and retention. Where it is proposed to make an appointment above the maximum of agreed pay scale a business case will be produced which will need to be signed off by the CEO. Any business case for appointments which are above the agreed pay range and exceed £88k will also need approval from the Trust Board.

Pay ranges for members of the leadership group

Pay ranges for Headteacher/Principals and members of the leadership team will be determined by consideration of national guidelines. The pay range will take into account all permanent responsibilities of the role, any challenges that are specific to the role and all other relevant considerations including the skills and competencies required.

Acting up into Leadership Roles:

Where a teacher is required to undertake the duties of a Headteacher/Principal, Deputy Headteacher, or Assistant Headteacher, the school will apply the statutory Acting Allowance provisions set out in the School Teachers' Pay and Conditions Document (STPCD)

If a teacher carries out the full responsibilities of one of these leadership roles for a continuous period exceeding four weeks, the teacher will be paid an acting allowance. The allowance will be set so that the teacher receives salary equivalent to the leadership pay range appropriate to the post, determined in accordance with the STPCD leadership pay-setting requirements.

Once the four-week threshold is reached, the acting allowance will be backdated to the first day on which the teacher assumed the acting duties.

The acting allowance will continue for the full duration of the acting period and will cease when the teacher is no longer required to undertake the leadership responsibilities.

Teaching and Learning Responsibility (TLR) payments

In this Trust we pay TLR1a-c, TLR2a-c, TLR3a-c to a classroom teacher for undertaking a sustained additional responsibility in the context of our staffing structure for the purpose of ensuring the continued delivery of high-quality teaching and learning and for which the teacher is made accountable. The award is made whilst the teacher remains in the same post or occupies another post in the absence of a post-holder.

A TLR3 payment would normally be made to a classroom teacher for time-limited, clearly defined academy improvement projects, or one-off externally driven



responsibilities. In addition, we may award a fixed term recruitment or retention payment as an incentive for the recruitment of new teachers and the retention of existing teachers; such payments would normally be time-limited, subject to regular review and must be authorised by the CEO/CFO.

This post attracts a Teaching and Learning Responsibility (TLR) payment. Where the postholder is employed on a part-time basis, any TLR payment will be determined by the Headteacher/Principal and in accordance with the School Teachers' Pay and Conditions Document (STPCD) and the Trust Pay Policy.

From September 2026, the following proportionality model will become mandatory for all schools within the Trust:

- If a teacher carries 100% of the responsibilities associated with a TLR role, they should receive 100% of the TLR payment, regardless of whether they are full-time or part-time.
- If the responsibilities are shared or reduced in scope, the payment should be adjusted in proportion to the share of responsibility, not according to teaching hours.

SEN Allowances

In line with the School Teachers' Pay and Conditions Document (STPCD), SEN allowances will be awarded to teachers occupying posts that require a mandatory Special Educational Needs (SEN) qualification or where the role involves a sustained and clearly defined responsibility for pupils with SEN. Where a post is designated as requiring a specific SEN qualification such as the National Award for SEN Coordination (NASENCO), the allowance may be applied upon appointment, provided the teacher holds the relevant qualification or is actively working towards it as a condition of the role. The value of the allowance will be determined with reference to the STPCD's specified SEN allowance ranges, taking into account the level of responsibility, the complexity of the pupil needs, and the qualifications required for the post.

Part time teachers

Teachers who work less than a standard working week are deemed to be part time. Their working time obligations will be set out in their contracts of employment, or in a letter following an agreed flexible working request. The pay of part time teachers will be determined in the same way as full time teachers and any increase in pay will be paid pro-rata to full time equivalent salary rates.

Part-time teachers who are required to work occasional additional hours may receive additional pay for those hours. Any such additional work must be pre-authorised by the CEO, Headteacher/Principal before it is undertaken. Unauthorised additional hours will not be eligible for payment.

Short notice/ supply teachers

Teachers employed on a day-to-day or other short notice basis will be paid on a daily basis calculated on the assumption that a full working year normally consists of 195 days (this may be less in a particular year, dependent on any additional public holidays authorised by government); periods of employment for less than a day being calculated pro-rata.

Their rate of pay will be calculated based on experience and the rate paid to other



teachers undertaking a similar role.

Pay protection for teachers

Pay protection arising from changes to pay and structure will be in line with the provisions of STPCD:

Where a teacher's salary is reduced as a result of pay restructuring or changes to their role, salary safeguarding will be applied in accordance with the School Teachers' Pay and Conditions Document (STPCD). Safeguarding will normally be maintained for a period of three years unless circumstances arise that bring it to an end earlier, such as the teacher being placed on a different pay range, receiving a payment of the same kind as the safeguarded amount, or taking up a temporary post within the school that attracts a higher rate of pay. Cost-of-living awards will not reduce the safeguarded sum. Teachers in receipt of safeguarding may be required to undertake reasonable additional duties commensurate with the safeguarded amount in order to retain the safeguarding.

Additional payments

The school/Trust may make additional payments to teachers, other than the Headteacher/Principal, in accordance with the provisions of the School Teachers' Pay and Conditions Document (STPCD). Such payments may be awarded for continuing professional development undertaken outside the school day, activities relating to the provision of initial teacher training, and participation in agreed out-of-school-hours learning activities. Any payments made under these provisions will be determined by the CEO/Headteacher/Principal and applied in a manner that is fair, equitable and consistent.

Pay Portability

The Trust is committed to recognising prior teaching experience and ensuring fair and consistent pay decisions. Teachers joining the Trust from another school or returning to the profession after a break will normally have their previous relevant teaching experience recognised in full for the purposes of pay. As such, the Trust will usually honour pay portability, appointing teachers on the same point of the Main Pay Range or Upper Pay Range that they held previously, unless there is clear and documented justification for an alternative pay point based on the requirements of the role or the individual's demonstrable experience. All decisions will be made transparently, in line with the STPCD and the Trust's Pay Policy and applied consistently to ensure equity across the Trust.

ASSOCIATE STAFF

Job Evaluation

All posts will be evaluated using the NJC Job Evaluation Scheme to ensure fairness, equity, and consistency in pay and grading decisions.

Job evaluation determines the relative value of jobs based on factors such as:

- Knowledge and skills
- Mental skills
- Physical skills
- Responsibility (supervisory, financial, physical resources, etc.)
- Working conditions



Job descriptions

Office Leads or the Headteacher/Principal, in conjunction with the line manager, will ensure that an up-to-date job description is available for each post which identifies the appropriate duties. These are Trust job descriptions and pay ranges.

The job description will be reviewed as appropriate or when duties or responsibilities have changed. It will be amended to reflect the current role; although, it should be recognised that job descriptions are not intended to list all tasks. An employee may request changes to their job description if they feel their duties or responsibilities have changed significantly. If appropriate, consideration may be given to whether the grade for the post should be re-determined. This should be done with the Trust HR team in order to benchmark against similar roles across the Trust. If it is, the post holder will be paid the new grade from a date determined by the Headteacher/Principal and Trust HR team.

Basic pay determination on appointment

The Trust will determine the grade for a vacancy prior to advertising. On appointment, the CEO/Headteacher/Principal will determine the appropriate point within the grade to be offered to the successful candidate (which will usually be the bottom point of the grade). However, in making such determinations, this may take in to account a range of factors, including:

- the nature of the post
- the level of qualifications, skills and experience required
- market conditions
- the wider Trust context and strategic priorities
- the successful candidate's current salary

In exceptional circumstances, where there is clear and demonstrable evidence that the standard NJC pay range is insufficient to recruit or retain suitably qualified employees, the Trust may apply market supplements or determine pay outside the standard NJC framework. This will only when supported by objective evidence, such as persistent recruitment difficulties, retention risks, market benchmarking, or the need to secure specialist or senior expertise on a time-limited basis. Any such arrangement must be supported by a clear business case, considered in the context of internal pay relativities and equal pay obligations, approved in line with the Trust's scheme of delegation, and subject to regular review to ensure that it remains justified, proportionate, and represents value for money.

Associate staff incremental progression

Associate staff will receive an annual incremental pay progression effective from the 1 April each year, unless they have reached the top of their pay scale. Any concerns relating to performance will be addressed in accordance with the Trusts capability procedure.

- Starters, or changes to spinal column, between 1 September and 1 March receive an increment point as normal the following 1 April
- Starters, or changes to spinal column, between 2 March and 31 August are not entitled to an increment the following 1 April. They have to wait six months from the start date or change. Then, the following 1 April they will join the normal increment process.



Honorarium payments

An honorarium payment may be awarded on a temporary basis where an employee is requested and agrees to either:

- Undertake additional duties at a higher level alongside their substantive role; or
- Act up into a higher-graded post for a minimum period of four weeks where the post has become temporarily vacant (for example, due to sickness absence).

Honorarium arrangements are not contractual and do not constitute a change to the employee's substantive post.

Determination of Payment:

- The value of any honorarium payment will be determined by the Headteacher/Principal or CEO, in line with the Trust's Pay Policy and Scheme of Delegation.
- Where the additional duties undertaken are not directly equivalent to a higher-graded post, a fixed, time-limited payment will be agreed in advance.

Duration and Reversion:

- Honorarium payments are temporary and will apply only for the period during which the additional duties are undertaken.
- Where the additional responsibilities or duties become permanent, the role will be formally reviewed and regraded on a permanent basis, in accordance with the Trust's job evaluation, grading, and approval procedures.
- At the conclusion of the honorarium arrangement, employees will revert to their substantive role and normal salary, unless a permanent change has been approved in line with Trust procedures.

Use of Honorarium Arrangements:

- Honorarium payments should be used as a short-term measure only and must not be used to circumvent agreed recruitment, job evaluation, or grading processes.
- Where additional duties or acting-up arrangements are expected to continue for a prolonged period, consideration should be given to advertising the role or duties on a fixed-term basis, subject to Trust approval.
- Honoraria are only payable to associate staff, the appropriate mechanism for Teachers is usually a TLR payment (further detail in 10.0).

Regrading Requests

Regrading is the process of reviewing a post to determine whether its grade remains appropriate following a significant change in duties, responsibilities, or job requirements.

A regrading may occur:

- As part of an organisational review or restructuring.
- At the employee's request, where they believe their role has significantly changed.
- At the Headteacher/Principal's request, following service or operational developments.
- At the CEO's request, following service or operational developments.



Procedure for Regrading Requests:

a) Submission of Request

- The employee (or leader) must submit a written request to HR outlining the changes in duties and responsibilities and why they feel it meets a higher threshold.
- Requests should be supported by an up-to-date job description, person specification, and evidence of changed duties.

b) CEO's/Headteacher/Principal's Review

- The CEO/Headteacher/Principal will confirm whether substantial and permanent changes have occurred and whether they consider it meets a higher-grade threshold.
- Temporary or minor changes (increased tasks or changes of task which do not carry increased complexity or require greater knowledge and skill) will not normally trigger a regrading.

c) HR Job Evaluation Review

- HR will arrange for the revised job description to be considered using the NJC Job Evaluation Scheme.
- The Trust HR Manager will make a decision whether to determine the appropriate grade.

d) Outcome

- If the post is evaluated at a **higher grade**, the employee's pay will be adjusted to the new grade, normally from the date the request was submitted or the date the higher duties began (whichever is later).
- If the post is evaluated at a **lower grade**, protection arrangements will apply.
- If there is **no change**, the existing grade remains.

Acting Up and Honoraria Payments

Where an employee temporarily undertakes duties at a higher grade for a continuous period (normally four weeks or more), they may receive an **acting-up payment** or **honorarium** in accordance with the Green Book.

Pay Protection

If a regrading results in a lower grade, **pay protection** will apply in accordance with local arrangements (typically for a defined period such as one year), after which the employee will move to the new grade.

Equal Pay and Monitoring

The Trust is committed to ensuring that all pay decisions are fair, transparent, and free from bias or discrimination. Regular pay audits and equality impact assessments will be conducted to ensure ongoing compliance with the Equal Pay Act and the Equality Act 2010. The outcomes of these audits and assessments **may** be shared with recognised trade unions as part of the Trust's commitment to openness, accountability, and collaborative working.

TEACHING AND ASSOCIATE STAFF

Absence and pay progression

Employees who are absent long term will not be disadvantaged in relation to pay progression and will progress in line with this policy.



Salary scales

The salary scales used will be in accordance with the Trust's published pay scales for teaching, leadership and associate roles. See appendix 1 (teaching staff) and appendix 2 (associate staff).

Appeals

Informal discussion

If the employee is dissatisfied following written notification of the pay decision, they should first discuss the decision with the Headteacher/Principal within five working days of receiving the outcome. This discussion provides an opportunity for the employee to seek clarification regarding the pay recommendation and decision, to understand how the policy has been applied, and to resolve any concerns quickly and informally wherever possible.

Formal pay appeal

Where the employee remains dissatisfied following informal discussion, they may submit a formal pay appeal. The appeal must be made in writing within ten working days of the informal outcome and must clearly set out the grounds for appeal. An appeal may be submitted on one or more of the following grounds:

- the Pay Policy was not applied correctly.
- there has been a factual error in determining the pay outcome.
- the decision was procedurally unfair.
- there is evidence of discrimination or inconsistency in the application of the policy.

The appeal will be heard by a Pay Appeal Panel comprising Governors and/or Trustees who were not involved in the original pay determination. The panel will be advised by a member of the Trust HR Team who has not previously been involved in the decision. Where appropriate, the CEO may attend the appeal hearing to provide clarification regarding Trust policy, moderation processes or governance context, provided they have had no prior involvement in the original determination. The CEO will not form part of the decision-making panel and will not participate in the final determination of the appeal.

The Pay Appeal Panel will consider the evidence relied upon in reaching the original decision, whether the Pay Policy was applied correctly and consistently, and whether the decision was reasonable and proportionate in all the circumstances. The panel may confirm the original decision or determine an alternative outcome.

The employee will be given reasonable notice of the appeal hearing and will have the right to be accompanied by a trade union representative or workplace colleague. The decision of the Pay Appeal Panel will be final and will be confirmed in writing within a reasonable period following the hearing.

Pay Policy Version 1 agreed at Trust Board July 2026



APPENDIX 1

Main Pay Scale			
Grade	2024/25	2025/26	Increase
M1	31,650	32,916	4.0%
M2	33,483	34,823	4.0%
M3	35,674	37,101	4.0%
M4	38,034	39,556	4.0%
M5	40,439	42,057	4.0%
M6	43,607	45,352	4.0%

Upper Pay Scale			
Grade	2024/25	2025/26	Increase
UPS1	45,646	47,472	4.0%
UPS2	46,490	48,350	4.0%
UPS3	47,338	49,232	4.0%
UPS4	48,209	50,137	4.0%
UPS5	49,084	51,048	4.0%

Unqualified Teachers			
Grade	2024/25	2025/26	Increase
1	21,731	22,601	4.0%
2	24,224	25,193	4.0%
3	26,716	27,785	4.0%
4	28,914	30,071	4.0%
5	31,410	32,667	4.0%
6	33,902	35,259	4.0%

Teaching & Learning Responsibilities			
TLR	2024/25	2025/26	Increase
TLR1			
Min	9,782	10,174	4.0%
Max	16,553	17,216	4.0%
TLR2			
Min	3,391	3,527	4.0%
Max	8,279	8,611	4.0%
TLR3			
Min	675	702	4.0%
Max	3,344	3,478	4.0%

Special Educational Needs Allowances			
SEN	2024/25	2025/26	Increase
Min	2,679	2,786	4.0%
Max	5,285	5,496	4.0%

Leadership			
Grade	2024/25	2025/26	Increase
L1	49,781	51,773	4.0%
L2	51,027	53,069	4.0%
L3	52,301	54,394	4.0%
L4	53,602	55,747	4.0%
L5	54,939	57,137	4.0%
L6	56,316	58,569	4.0%
L7	57,831	60,145	4.0%
L8	59,167	61,534	4.0%
L9	60,644	63,070	4.0%
L10	62,202	64,691	4.0%
L11	63,815	66,368	4.0%
L12	65,286	67,898	4.0%
L13	66,919	69,596	4.0%
L14	68,586	71,330	4.0%
L15	70,293	73,105	4.0%
L16	72,162	75,049	4.0%
L17	73,819	76,772	4.0%
L18	75,675	78,702	4.0%
L19	77,552	80,655	4.0%
L20	79,475	82,654	4.0%
L21	81,441	84,699	4.0%
L22	83,464	86,803	4.0%
L23	85,529	88,951	4.0%
L24	87,651	91,158	4.0%
L25	89,830	93,424	4.0%
L26	92,052	95,735	4.0%
L27	94,332	98,106	4.0%
L28	96,673	100,540	4.0%
L29	99,067	103,030	4.0%
L30	101,533	105,595	4.0%
L31	104,040	108,202	4.0%
L32	106,626	110,892	4.0%
L33	109,275	113,646	4.0%
L34	111,976	116,456	4.0%
L35	114,759	119,350	4.0%
L36	117,601	122,306	4.0%
L37	120,524	125,345	4.0%
L38	123,506	128,447	4.0%
L39	126,517	131,578	4.0%
L40	129,673	134,860	4.0%
L41	132,913	138,230	4.0%
L42	136,243	141,693	4.0%
L43	138,265	143,796	4.0%

Headteachers						
Group	Range	Salary Range		Salary Range		Increase
		2024/25		2025/26		
1	L6 - L18	56,316	74,926	58,569	77,924	4.0%
2	L8 - L21	59,167	80,634	61,534	83,860	4.0%
3	L11 - L24	63,815	86,783	66,368	90,255	4.0%
4	L14 - L27	68,586	93,400	71,330	97,136	4.0%
5	L18 - L31	75,675	103,010	78,702	107,131	4.0%
6	L21 - L35	81,441	113,624	84,699	118,169	4.0%
7	L24 - L39	87,651	125,263	91,158	130,274	4.0%
8	L28 - L43	96,673	138,265	100,540	143,796	4.0%

Lead Practitioners			
Grade	2024/25	2025/26	Increase
1	50,025	52,026	4.0%
2	51,280	53,332	4.0%
3	52,560	54,663	4.0%
4	53,867	56,022	4.0%
5	55,209	57,418	4.0%
6	56,593	58,857	4.0%
7	58,118	60,443	4.0%
8	59,457	61,836	4.0%
9	60,943	63,381	4.0%
10	62,509	65,010	4.0%
11	64,129	66,695	4.0%
12	65,608	68,233	4.0%
13	67,247	69,937	4.0%
14	68,925	71,682	4.0%
15	70,639	73,465	4.0%
16	72,518	75,419	4.0%
17	74,182	77,150	4.0%
18	76,050	79,092	4.0%

Appendix 2

NJC PAY SCALES 2025-26

GRADE	SCP	1 APRIL 2024		1 APRIL 2025		PAY AWARD
		PER ANNUM	PER HOUR	PER ANNUM	PER HOUR	
3	3	£24,027	£12.45	£24,796	£12.85	3.20%
4	3	£24,027	£12.45	£24,796	£12.85	3.20%
	4	£24,404	£12.65	£25,185	£13.05	3.20%
5	4	£24,404	£12.65	£25,185	£13.05	3.20%
	5	£24,790	£12.85	£25,583	£13.26	3.20%
	6	£25,183	£13.05	£25,989	£13.47	3.20%
6	6	£25,183	£13.05	£25,989	£13.47	3.20%
	7	£25,584	£13.26	£26,403	£13.69	3.20%
	8	£25,992	£13.47	£26,824	£13.90	3.20%
	9	£26,409	£13.69	£27,254	£14.13	3.20%
	10	-----	-----	-----	-----	-----
	11	£27,269	£14.13	£28,142	£14.59	3.20%
7	12	£27,711	£14.36	£28,598	£14.82	3.20%
	13	-----	-----	-----	-----	-----
	14	£28,624	£14.84	£29,540	£15.31	3.20%
	15	£29,093	£15.08	£30,024	£15.56	3.20%
	16	-----	-----	-----	-----	-----
	17	£30,060	£15.58	£31,022	£16.08	3.20%
	18	-----	-----	-----	-----	-----
	19	£31,067	£16.10	£32,061	£16.62	3.20%
	20	£31,586	£16.37	£32,597	£16.90	3.20%
8	21	-----	-----	-----	-----	-----
	22	£32,654	£16.93	£33,699	£17.47	3.20%
	23	£33,366	£17.29	£34,434	£17.85	3.20%
	24	£34,314	£17.79	£35,412	£18.35	3.20%
	25	£35,235	£18.26	£36,363	£18.85	3.20%
	26	£36,124	£18.72	£37,280	£19.32	3.20%
	27	£37,035	£19.20	£38,220	£19.81	3.20%
	28	£37,938	£19.66	£39,152	£20.29	3.20%
9	29	£38,626	£20.02	£39,862	£20.66	3.20%
	30	£39,513	£20.48	£40,777	£21.14	3.20%
	31	£40,476	£20.98	£41,771	£21.65	3.20%
	32	£41,511	£21.52	£42,839	£22.20	3.20%
	33	£42,708	£22.14	£44,075	£22.85	3.20%
	34	£43,693	£22.65	£45,091	£23.37	3.20%
	35	£44,711	£23.17	£46,142	£23.92	3.20%

B

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10	36	£45,718	£23.70	£47,181	£24.46	3.20%
	37	£46,731	£24.22	£48,226	£25.00	3.20%
	38	£47,754	£24.75	£49,282	£25.54	3.20%
	39	£48,710	£25.25	£50,269	£26.06	3.20%
	40	£49,764	£25.79	£51,356	£26.62	3.20%
	41	£50,788	£26.32	£52,413	£27.17	3.20%
	42	£51,802	£26.85	£53,460	£27.71	3.20%
11	43	£52,805	£27.37	£54,495	£28.25	3.20%
	44	£53,878	£27.93	£55,604	£28.82	3.20%
	45	£54,965	£28.49	£56,724	£29.40	3.20%
	46	£56,061	£29.06	£57,856	£29.99	3.20%
12	47	£57,161	£29.63	£58,992	£30.58	3.20%
	48	£58,274	£30.21	£60,140	£31.17	3.20%
	49	£60,774	£31.50	£62,720	£32.51	3.20%
	50	£61,894	£32.08	£63,875	£33.11	3.20%

PO15	43	52,805	£27.37	£54,495	£28.25	3.20%
	44	53,956	£27.97	£55,683	£28.86	3.20%
	45	55,153	£28.59	£56,919	£29.50	3.20%
	46	56,361	£29.21	£58,165	£30.15	3.20%
PO16	46	56,361	£29.21	£58,165	£30.15	3.20%
	47	57,600	£29.86	£59,444	£30.81	3.20%
	48	58,862	£30.51	£60,746	£31.49	3.20%
	49	60,169	£31.19	£62,095	£32.19	3.20%
PO17	49	60,169	£31.19	£62,095	£32.19	3.20%
	50	61,491	£31.87	£63,459	£32.89	3.20%
	51	62,846	£32.57	£64,858	£33.62	3.20%
	52	64,229	£33.29	£66,285	£34.36	3.20%
PO18	52	64,229	£33.29	£66,285	£34.36	3.20%
	53	65,648	£34.03	£67,750	£35.12	3.20%
	54	67,107	£34.78	£69,255	£35.90	3.20%
	55	68,590	£35.55	£70,785	£36.69	3.20%

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PO19	56	68,590	£35.55	£70,785	£36.69	3.20%
	57	70,096	£36.33	£72,340	£37.50	3.20%
	58	71,654	£37.14	£73,947	£38.33	3.20%
	59	73,240	£37.96	£75,585	£39.18	3.20%
PO20	60	73,240	£37.96	£75,585	£39.18	3.20%
	61	74,856	£38.80	£77,252	£40.04	3.20%
	62	76,514	£39.66	£78,964	£40.93	3.20%
	63	78,223	£40.54	£80,727	£41.84	3.20%
PO21	65	79,839	£41.38	£82,395	£42.71	3.20%
	66	81,496	£42.24	£84,104	£43.59	3.20%
	67	83,205	£43.13	£85,869	£44.51	3.20%
PO22	68	84,319	£43.70	£87,018	£45.10	3.20%
	69	85,934	£44.54	£88,684	£45.97	3.20%
	70	87,591	£45.40	£90,395	£46.85	3.20%
	71	89,301	£46.29	£92,160	£47.77	3.20%
PO23	72	90,915	£47.12	£93,826	£48.63	3.20%
	73	92,574	£47.98	£95,537	£49.52	3.20%
	74	94,284	£48.87	£97,302	£50.43	3.20%
PO24	75	95,899	£49.71	£98,968	£51.30	3.20%
	76	97,556	£50.57	£100,679	£52.18	3.20%
	77	99,266	£51.45	£102,444	£53.10	3.20%

NOTE: hourly rate calculated by dividing salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week).

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