

## Pay Policy - Covid-19 Addendum (2019/2020)

Due to the recent partial closures of the schools within the Fort Pitt Thomas Aveling Academies Trust as a result of the COVID -19 situation the Trustees have considered the impact of this in relation to the Teachers' performance management and pay progression 2019/2020.

### Background - Fort Pitt Thomas Aveling Pay Policy 2019/2020

The pay policy is applied to the pay of all staff employed to work in the school. The prime statutory duty 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.

Trustees will adhere to all relevant legislation and regulations, the principles incorporated in the company memorandum and its articles of association. Trustees will act with integrity, objectivity and honesty in the best interests of the schools within the Trust; will be open about decisions made and actions taken and will be prepared to explain decisions.

- All teaching staff salaries, including those of the Head teacher, Deputy Head teacher(s) and Assistant Head teacher(s) will be reviewed annually. The award of a point on the Upper Pay range will normally be considered two years after any previous award.
- May exercise their discretion to award points on the upper pay spine at less than two-year intervals on the recommendation of the Head teacher
- May exercise their discretion to award more than 1 point in any one year on the recommendation of the Head teacher.
- May withhold progression through the various pay ranges on the recommendation of the Head teacher

### Performance Management Evidence Base

As there has only been the completion of 7 'normal' teaching months of the current academic year and the formal cancellation of exams and the near complete closure of schools, a large part of the evidence base for a complete and normal performance cycle will not be available. Therefore, all available evidence and performance information up to that period should be considered as part of any appraisal including any mid-year appraisal.

The Trustees have provided the Executive Board with the capacity to focus on supporting the provision of online learning and saw no valid reason to insist on the re-writing of the performance management objectives or targets for staff for 2019/2020. Trustees are committed to ensuring that staff members are not be penalised nor have pay progression denied because of the coronavirus pandemic.

## Revised Performance Management Cycle 2019-20

During these challenging times FPTA Academies do not want staff to be at a detriment due to the current situation and wish a fair and balanced approach to continue the performance management process for 2019/2020. The Trustees have therefore ratified the following temporary arrangements to safeguard the pay progression for staff while carefully managing important principles of standards led pay progression:

- **Newly Qualified teachers**

The Trust will follow the DfE changes to guidance on the NQT induction periods due to coronavirus and this will not affect pay progression for Newly Qualified Teachers across the Trust where a mid- year assessment shows they were on track to successfully complete their induction period. Where progress was not satisfactory then progression should be delayed until the NQT standards are met.

- **Main scale Teachers**

Teachers on the Main Scale will qualify for automatic progression where their pay scales allow.

- **Upper Pay Scale for Teacher**

The Trust must consider those who wish to progress on to or through the Upper Pay Scale in accordance with the Teachers Pay and Conditions and requirements of the FPTA Academies Pay Policy (as shown above). The Trustees will ask headteachers to consider the 1.5 years of evidence for those progressing through this scale remembering that this area of pay progression is linked to threshold standards which must be met. Evidence of standards from the period of lockdown can also be use used in the usual way toward performance management. However, it is very unlikely that early applications could be considered with less evidence to demonstrate the standard of each threshold level.

- **Leadership Scale**

Those on the Senior Leadership Scale will also be given the fair and balanced opportunity to progress and should be given progression through the pay scale.

- **Non-teaching staff**

All other staff will qualify for automatic progression where their pay scales allow.

## Appeals process

All staff will receive a written statement of the determination of their pay. Notification of any appeal against the determination must be received by the Head teacher, with a copy to the Clerk of the Governing Body, within ten working days of the date of the statement. This time limit may extend for any good and sufficient reason.

In the event of an appeal, an appeals panel will convene (three governors/Trustees who were not involved in the original pay committee decision) to meet within ten working days of the receipt of the appeal notice. This time limit may be extended only in exceptional circumstances. Any appellant has the right to see all relevant papers and to be accompanied/represented by a workplace colleague or trade union/association representative

If the Head teacher wishes to appeal, notification should go to the Executive Headteacher, with a copy to the clerk to the Trustees within the same timescales as above. The same applies to the Executive Head teacher with an appeal to the Trustees.

Signed \_\_\_\_\_ Date \_\_\_\_\_

On behalf of Board of Trustees  
FPTA Academies