

Bridgemere Church of England Primary School
Pay Committee
Terms of reference

Date approved;

Next review; Autumn 2018

The Pay Committee will comprise at least three governors. Governors who are employed at the school will not be eligible for membership of the Pay Committee.

Establishment and review of the pay policy

The Resources Committee is responsible for establishing and reviewing the policy for teachers and for support staff, in consultation with the head teacher, staff and trade union representatives, and submitting it to the FGB for approval.

Application of the policy

The head teacher is responsible for:

- ensuring that pay recommendations for leadership staff and classroom teachers are made and submitted to the Pay Committee in accordance with the terms of the policy;
- ensuring that pay recommendations for support staff are made and submitted to the Pay Committee in accordance with the terms of the policy;
- advising the Pay Committee on its decisions; and
- ensuring that staff are informed of the outcome of decisions of the Pay Committee and of the right of appeal

The Pay Committee is responsible for:

- taking decisions regarding the pay of leadership staff and classroom teachers following consideration of the recommendations of pay reviewers and the advice of the head teacher;
- where applicable, taking decisions regarding the pay of the head teacher following consideration of the recommendations of the governors responsible for the head teacher's performance review;
- ensuring that the head teacher is informed of the outcome of the decision of the Pay Committee in respect of the head teacher's pay and of the right of appeal;
- ensuring that the pay and grading of support staff is within the agreed framework

The FGB body is responsible for:

- establishing an Appeals Committee to take decisions on appeals against the decisions of the Pay Committee in accordance with the terms of the appeals procedure of the policy.