



DIOCESE OF CHESTER

Astbury St Mary's Governing Body Pay Panel TERMS OF REFERENCE

MEMBERSHIP

- The Pay Panel will comprise of at least three governors.
- Governors employed at the school will not be eligible for membership of the Pay Panel,

MONITORING AND REVIEW OF THE PAY POLICY

The Governing Body is responsible for:

- Considering an annual report, including statistical information, on decisions taken in accordance with the policy.

PAY DECISIONS

The headteacher is responsible for:

- Ensuring that pay recommendations for the classroom teachers and support staff are made and submitted to the Pay Panel.
- Advising the Pay Panel on the reasons for the recommendations, and
- Ensuring that staff are informed of the decisions of the Pay Panel and of their right of appeal.

The Pay Panel is responsible for:

- Taking decisions regarding the pay of the classroom teachers and support staff following the consideration of the recommendations of appraisers and the advice of the head teacher.
- Taking decisions on the pay of the headteacher following consideration of the recommendations of the governors responsible for the head teacher's appraisal review.
- Submitting reports of these decisions to the Governing Body; and
- Ensuring that the head teacher is informed of the outcome of the decision of the Pay panel and the right of appeal.

The Pay Committee Terms of Reference were amended and adopted by the Governing Body at the meeting of the full Governing Body held on 17 October 2018.

These terms of reference will be reviewed annually.
Review date: Autumn 2019