

School and College Trust Leader Pay Policy

Policy document provenance

Approver:	The board of trustees
Reviewed:	Remuneration committee
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Version:	1.0
Policy owner:	Head of finance
Date of next review:	School and college trust leader (expertise: people)
Summary of changes since last review:	<ul style="list-style-type: none">• Removal of the word 'nomination' as this is not relevant in a multi academy trust• Removal of executive job titles following change to school and college trust leader• Change to annual pay award being determined based on relevant pension eligibility• Removal of the requirement for the remuneration committee to review the register of business interests as this is not required by the ESFA• Update to the wording in relation to the publication of senior pay to be more clearly in line with the academy trust handbook
Related policies and documents:	<ul style="list-style-type: none">• Pay policy

Unless there are legislative or regulatory changes in the interim, this policy will be reviewed on an annual basis. Should no substantive change be required at this point, the policy will move to the next review cycle.

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1.0 Introduction

- Our trust takes its responsibilities for setting pay very seriously. It is fully aware that its trustees are utilising public funds when making pay decisions.
- Our trust board will ensure its decisions about pay levels follow a robust evidence-based process and reflect the individual's role and responsibilities. No individual will be involved in deciding his or her remuneration.
- Our trust will discharge its responsibilities effectively, ensuring its approach to pay is transparent, proportionate, and justifiable, including ensuring that:
 - o decisions about pay are independent, objective and are scrutinised to avoid conflicts of interest
 - o decision-making takes account of performance outcomes and the degree of challenge in the role
 - o there is a clear rationale for pay which represents good use of public funds (pay is defensible relative to the public sector market)
 - o minutes provide an accurate record of the rationale behind the decision-making process and whether the level of pay reflects value for money
 - o school and college trust leader pay and benefits do not increase at a faster rate than that of teachers in individual years and over the longer term
- Cost of living increases for school and college trust leaders will be applied annually and will normally reflect the percentage increase recommended by the relevant national review body which will be determined based on pension scheme eligibility, either LGPS or teachers' pension.
- The remuneration committee will be supported by school and college trust leaders with strategic responsibility for people and governance.

2.0 School and college trust leadership

The leadership of our trust comprises the following posts:

- accounting officer
- school and college trust leaders: education (inc. academy principals who also play a wider role across our trust)
- school and college trust leaders: operations (inc. a finance director and competent person)

The selection and pay of academy principals who are also school and college trust leaders is explained in the principal and senior leader section below.

3.0 Accounting officer selection and pay

- The trust board is responsible for the recruitment and selection of the accounting officer. When recruiting to all posts, our trust will take full and proper account of all relevant employment law, equal opportunities, and recruitment procedures.
- The salary of the accounting officer is determined by the remuneration committee following an external benchmarking process on behalf of the trust board.
- The accounting officer's salary will be reviewed annually. The remuneration committee will undertake a review of our trust's performance to inform a pay decision.
- Pay progression decisions are made by the remuneration committee. The accounting officer will present evidence relating to the key aspects of performance being considered and the committee will evaluate the evidence to come to a decision.
- When reaching its decision on pay progression for the accounting officer, the remuneration committee will consider evidence from a wide range of information sources including, but not limited to:
 - o evidence from school and college performance tables on student outcomes
 - o Ofsted inspection outcomes
 - o the Dixons Quality Index including metrics relating to people, finance, safeguarding, parent, and student voice etc.
 - o evidence related to trust growth and impact on challenging educational and social disadvantage in the North
- The rationale for decision-making will be documented by the committee.
- The remuneration committee will commission a new benchmarking report following any significant change in the scale / complexity of our trust to ensure the salary remains fair and competitive.



4.0 School and college trust leader selection and pay

- The accounting officer is responsible for the recruitment and selection of school and college trust leaders. The remuneration committee monitors the process.
- The individual salaries of school and college trust leaders are determined by the remuneration committee following recommendations from the accounting officer and consideration of external benchmarking information.
- The determination of the remuneration to be offered to any newly appointed school and college trust leader will be in accordance with the pay structure and relevant policies in place at the time of recruitment.
- School and college trust leader salaries will be reviewed annually. Pay decisions are determined by the accounting officer through an assessment of performance and impact.
- The accounting officer will report recommendations for pay increases to the remuneration committee.
- The remuneration committee will commission a benchmarking report and undertake a review of school and college trust leader pay following any significant change in the scale / complexity of our trust to ensure salaries remain fair and competitive.

5.0 Principal and senior leader selection and pay

- The accounting officer is responsible for the recruitment and selection of academy principals and central senior leaders.
- Pay ranges are determined in line with STPCD (School Teachers Pay and Conditions Document) and the agreed Dixons pay ranges for principals as outlined in our trust's pay policy.
- Where a proposed salary for a principal or central senior leader exceeds £100,000 and falls outside our trust's normal pay ranges, a business case will need to be submitted to the remuneration committee for consideration. Pay progression is in line with our trust's pay policy.
- The accounting officer will provide an annual report to the remuneration committee outlining current levels of principal pay and central senior leader pay above £100,000 to enable the review of recommendations for pay progression and proper oversight.

6.0 Principal and senior leader selection and pay

- Our trust's annual accounts will include a note setting out the number of employees whose remuneration in that year was at least £60,000 (in £10,000 bands). This banding disclosure includes salary and other taxable benefits in cash or in kind and termination payments, but not our trust's own pension costs.
- Our trust must publish on its website in a separate readily accessible form, the number of employees whose benefits exceeded £100,000 (in £10,000 bands) each year ended 31 August. Benefits for this purpose include salary, employers' pension contributions, other taxable benefits and termination payments. The job titles of employees earning over £100,000 do not have to be published but are required when submitting the annual accounts return (AAR) to the ESFA.
- Where our trust has entered an off-payroll arrangement with someone who is not an employee, the amount paid by our trust for that person's work for our trust must also be included in the website disclosure where payment exceeds £100,000, as if they were an employee.
- This policy will be reviewed every two years.

