

Pay Policy 2016 - 2017

The changes this year are minimal:

- A 1% uplift to the statutory minima and maxima of all pay ranges, including the maximum points of each of the 8 Headteacher pay ranges.
- Further clarification has been provided regarding the circumstances where Headteacher pay can be increased; the emphasis being on accountability and responsibility.
- There is also an increase of 1% to the minima and maxima of TLR's and SEN allowances.
- Additional guidance regarding the use of recruitment and retention payments to include deposits for accommodation has been introduced.
- Where a classroom teacher/leadership group member is paid on the minimum of their pay range/band, their salary (excluding any allowances) must be uplifted to the new minimum.
- For all other classroom teachers/leadership group members, The NPAT board agreed to apply the 1% uplift to all other individual salaries and pay ranges.



NORTHAMPTON PRIMARY
ACADEMY TRUST PARTNERSHIP

Northampton Primary Academy Trust Partnership

Pay Policy 2016

Adopted:	September 2014
Last reviewed	November 2016
Review Date:	November 2017 (Annual)

Northampton Primary Academy Trust Partnership

Whole School Pay Policy

I. INTRODUCTION

I.1 The Northampton Primary Academy Trust Partnership commits to ensuring that the pay of its members of staff is at least in line with national and local pay scales. Our aim is that, through supportive use of our appraisal system, all teachers achieve performance related pay rises as this is evidence that we have succeeded in our objective of good or better teaching in every classroom for every lesson.

We have chosen not to alter the spine points on the main scale and to keep with incremental points with the expectation that staff will progress one point a year where applicable. To help reassure staff, we have retained the M1-M6 ranges and the U1-U3 ranges, and those currently in place for support staff. The minimum and maximum of the pay ranges and allowances for September 2016 pay award are set out in the STPC Document 2016.

I.2 Revised pay progression arrangements for the leadership under this policy come into force with effect from appraisal targets set in the autumn term 2014. September 2014 was also the first time that annual pay increments were to be awarded to teachers without reference to the length of their service. Decisions about teachers' pay progression must be linked to performance, with their first annual performance-related progression pay increases being made in September 2015. The pay tables for the September 2016 pay award are the figures determined by the Secretary of State and set out in the final School Teachers' Pay and Conditions Document 2016 (STPC 2016).

I.3 The Trust will operate a Whole School Pay Policy as the 'relevant body', as defined in STPC Document 2016, and for the pay arrangements agreed for all the support staff as identified in the NJC Green Book which will:

- Grade posts appropriately within the conditions of employment identified in the current STPC Document and the conditions of service for support staff of the school
- Take into account pay relativities between posts within the schools
- Ensure that the annual appraisal of all teacher staff, including those absent from duty for any reason, is fairly and properly conducted as soon as possible and by 31st October 2016 at the latest; 31st December 2016 for the Head Teacher.
- Where a pay determination leads or may lead to the start of a period of salary safeguarding, the local Governing Body will give the required written statement of notification as soon as possible and no later than one month after the date of the determination.
- Ensure that discretion available under the STPC Document is exercised in a fair and equitable manner for determining the starting salary for all new teachers, for special education needs allowances, for Teaching and Learning Responsibilities payments, and for determining the salary ranges for leading practitioners and members of the Leadership Group, including the Head Teacher.
- Give recognition to assigned increased responsibility for Teaching and Learning Responsibilities, whether for a permanent post, temporary projects or acting post basis.
- Ensure that an approved evaluation process is used to determine the appropriate salary scale for members of the school support staff.

I.4 This policy statement will be available to the staff of the school.

2. DELEGATION OF DECISION MAKING

2.1 Head Teacher

2.1.1 Except where otherwise stated, **the Trust**, having determined the Policy as set out below, will delegate the day to day management of the Policy to the Head Teacher in consultation with the Chair of Governors and **the local Governing Body**. The Head Teacher will report to the local Governing Body those occasions when the delegated responsibility has been exercised in respect of the discretionary elements of the current STPC Document and the pay provisions for support staff.

2.1.2 The Head Teacher, in accordance with this policy, shall make annual recommendations on the salary of all staff to the appropriate committee of Governors.

2.1.3 The local Governing Body requires that the Head Teacher in exercising the delegated responsibilities has appropriate regard to the budget approved by the local Governing Body and the requirements of employment legislation, particularly The Equality Act 2010, The Employment Rights Act 1996, The Employment Relations Act 1999 and The Employment Act 2002, as well as The Part-time Workers (Prevention of Less Favourable Treatment) Regulations 2000, The ACAS Code of Practice (section 199 of the Trade Union and Labor Relations (Consolidation) Act 1992, and The Fixed Term Employees (Prevention of Less Favourable Treatment) Regulations 2002.

The local Governing Body expects the Head Teacher to seek appropriate advice from persons engaged by the local Governing Body to provide such advice.

2.2 An appropriate committee structure

2.2.1 The local Governing Body will delegate to a committee of governors, hereafter referred to as the "**review committee**", decisions arising out of this policy or the Appraisal policy. The number of governors on the committee shall **normally be 5 of which at least 3 governors shall sit in rotation**. No member of the review appeals committee, referred to below, will be a member of the review Committee. No governor who is employed at the school may be a member of the review committee or the review appeals committee.

2.2.2 The local Governing Body will delegate to a committee of governors including 1 NPAT Partnership Board member from another NPAT school, hereafter referred to as the '**review appeals committee**', any appeals by individual members of staff against decisions of the committee in 2.2.1 arising out of this policy or the appraisal policy. The number of governors on the committee shall normally be 5 of which at least 3 governors shall sit in rotation. Any appeal will be dealt with before a final decision is reported to the local Governing Body

2.3 Review of recommendations to, or decisions of, the Review Committee

2.3.1 Prior to making a recommendation to the Review Committee regarding the salary outcome following the Performance Management Review, the Head Teacher (or Chair of the Appraisal Review governors in the case of the Head Teacher) will inform the Employee of the recommendation they intend to make to the Review Committee, and the date the Review Committee will be considering the recommendation.

2.3.2 If the Employee does not agree with the recommendation to be made, then s/he may provide a written statement to the Clerk to the Governors which will be provided to the Review Committee when they consider the recommendation.

The statement provided by the Employee must indicate the reason(s) why they disagree with the recommendation, and must fall within one or more of the following :-

That the recommendation:

- incorrectly applied any provision of the appropriate salary and/or appraisal policy;
- in the case of a teacher, failed to have proper regard for statutory/contractual guidance of the STPC Document 2016;
- failed to take proper account of relevant evidence;
- took account of irrelevant or inaccurate evidence;
- was biased; or
- otherwise unlawfully discriminated against the employee.

The Employee will have a minimum of 5 working days notice between the date they are informed of the recommendation and the date of the meeting of the Review Committee to provide this written statement. The Clerk to the Governors will provide the Head Teacher (or Chair of the Head Teacher's Appraisal Review governors in the case of the Head Teacher) with a copy of the written statement submitted by the Employee prior to the meeting of the Review Committee.

2.3.3 The Employee will be notified in writing of the decision made by the Review Committee and their right to meet with that Committee in person should they be dissatisfied with the outcome. The decision of the Review Committee will be provided to the employee in writing. The employee will be advised of the right of appeal against the decision of the Review Committee to the Review Appeal Committee (paragraph 2.4 below).

2.3.4 The procedure to be followed for the review hearing is attached at Annex A of this policy.

2.4 Appeals against Salary or Appraisal Decisions

The employee may appeal against the decision of the Review Committee within 5 working days of receipt of the determination by notifying the Clerk to the Pay Body in writing of the reasons for the appeal, which must be as stated in paragraph 2.3.2 above.

The decision of the Review Appeal Committee shall be final. Once any appeal has been resolved, the final decisions regarding the assessment of salaries shall be reported to the Pay Body

2.4.1 The procedure to be followed for the the appeal is attached at Annex B of this policy

2.5 Threshold Application

2.5.1 From September 2015 any qualified teacher who has made substantial progress towards the maximum of the main classroom teachers' scale may apply to the Head Teacher to be paid on the upper pay range.

An application must be made annually by 31st October.

A successful applicant will progress to point 1 on the Upper Pay Range determined by the Head Teacher from 1st September.

A successful applicant will have demonstrated:-

- that as a teacher s/he is highly competent in all elements of the relevant standards; and
- that his/her achievements and contributions to the school are substantial and sustained

(See Annex 3 for the school's definition of "highly competent" and "substantial and sustained".)

2.5.2 The Head Teacher shall inform the teacher of the recommendation of the outcome of the threshold application to be made to the Review Committee as soon as possible after the closing date has passed. Any comment/response from the teacher shall be reported to the Review Committee. Once the Review Committee has made its decision the teacher shall be given a salary assessment form indicating his/her salary position following the outcome of the application. The Head Teacher shall provide oral feedback on the relevant criteria indicated, or in the case of unsuccessful application, in writing on the original application form. Feedback shall also include advice on aspects of performance that would benefit from further development. The process to be followed where the Employee does not agree with the recommendation is as outlined in paragraph 2.3.2 to 2.4.

2.5.3 Any decision regarding successful placement on the upper pay range will only apply to posts in this school.

2.6 Reviews and Appeals against appraisal or pay decisions

2.6.1 An employee may make a formal request for a review of the decision by the Head Teacher by submitting a request in writing together with reasons for a review as identified in clause 2.3.2 of this policy. The Head Teacher will make arrangements, normally within 10 working dates of the written application for a review, to meet with the employee who may be accompanied by a workplace colleague or representative of his/her trade union. The outcome of the review shall be provided in writing together with notification of the right of appeal.

2.6.2 If the employee decides to exercise his/her right to have the Threshold determination reviewed or to appeal against the determination it shall be in accordance with clause 2.4 of this policy and the reasons for review in 2.3.2 of this policy.

2.7 The Chair of Governors

2.7.1 The Chair of Governors will be available to the Head Teacher for consultation on those matters of this policy delegated to the Head Teacher. In this instance the Chair of Governors may not be a member of review or appeals panels.

2.8 The Appraisal Review Governors for the Head Teacher's Performance Review

2.8.1 The local Governing Body will delegate 3 governors, none of whom shall be employees of the school, to carry out the appraisal review for the Head Teacher as set out in this policy and the school's appraisal policy. The delegated governors will be advised by an external adviser appointed by the school. The agreed performance objectives and indicators/measures will/may be referred for moderation to a meeting of a moderation committee/ the chair of governors.

2.8.2 It is the stated wish of the local Governing Body that the delegated governors shall avail themselves of appropriate training.

3. EXERCISE OF DISCRETION UNDER THE STPC DOCUMENT

3.1 Starting salary of new classroom teacher appointments.

- 3.1.1 When advertising a teaching post the school will identify the range of salaries the school is prepared to pay subject to qualifications and experience. The school will not normally agree to match the salary on which the applicant is/was paid in his/her last school without first considering the merits of the application and its relationship to the salary of teachers employed at the school.

Where the Head Teacher or selection panel regards a teacher has relevant teaching experience, or non-teaching experience which is directly relevant to the post being offered then an appropriate salary will be offered within the advertised range.

- 3.1.2 The Head Teacher will provide a statement for the appropriate committee of governors of the reasons for which the salary has been awarded together with the position on the appropriate scale in the school's salary structure.

3.2 Calculation of Part Time Teachers' salaries

- 3.2.1 The local Governing Body will ensure that all part time teachers employed in the school will have their salaries calculated in accordance with the STPC Document and the "pro rata principle" except where a part time teacher is awarded a TLR3.
- 3.2.2 The local Governing Body will ensure that the total amount of time for which a part time teacher may be directed by the Head Teacher is calculated in accordance with the STPC Document and the "pro rata principle".
- 3.2.3 All part time teachers will be advised of the way in which their salary and directed time are calculated.

3.3 Recruitment/Retention Incentives

- 3.3.1 The local **Governing Body** may have a policy with regard to any payment of recruitment/retention incentives or benefits in accordance with paragraph 27 of the STPC Document 2016.
- 3.3.2 The policy adopted by the local **Governing Body** will be made known to the staff and set out as Annex 4 to this policy.

3.4 Staffing Structure

- 3.4.1 The Head Teacher will annually recommend to the local Governing Body a staffing structure for the school that:
- Takes account of any financial limits determined by the local Governing Body.
 - Identifies the posts to which allowances will be allocated for Teaching and Learning Responsibilities (TLR) in accordance with the requirements of the STPC Document, on a permanent basis;
 - Will determine the value of any TLR post that is to be paid for a short term period. A statement identifying a payment within the range for TLR3, the length of time for which it will be paid, and the reason for the short term payment will be provided to the appropriate

committee of the local Governing Body. A TLR3 paid to a part time teacher will be paid in full without reference to the “pro rata principle”.

- Identifies the level of allowance to be allocated to each permanent TLR post between the maximum and minimum limits set out for each TLR in the STPC Document 2015, and the different levels that may be paid within each TLR in the attached staffing structure in accordance with the STPC Document;
- Identifies the level of salary to be allocated to any leading practitioner posts together with the salary ranges to be assigned to each post
- Identifies posts to be paid on the Leadership Group pay scale together with the salary ranges assigned to each post
- Identifies any post to which a salary from the Special Educational Needs range of salaries will be allocated together with the level of each allowance to be paid
- Identifies the staffing structure for support staff posts together with the evaluated salary scale assigned to each post

The staffing structure and pay ranges approved by the local Governing Body shall be published with this pay policy

- 3.4.2 In the event that the recommendation contains significant changes in the staffing structure the recognised trade unions will be informed and consulted before the final salary structure is published.

3.5 Special Educational Needs

- 3.5.1 The local Governing Body will award an allowance to any teacher who satisfies the statutory requirement of the STPC Document 2016, paragraph 21.

- 3.5.2 The post and allowance(s) will be identified in the staffing structure and will be spot salaries selected from the SEN range. The value of allowances should be based on whether any mandatory qualifications are required, other qualifications and expertise relevant for the post and the relative demands of the post.

3.6 Awards for performance progression to teachers paid on the main pay scale, the upper pay scale or unqualified teachers' pay scale

(No further annual increments are paid to teachers automatically after 1st September 2013. After that date pay progression is linked to assessment of performance).

- 3.6.1 At the time of the annual assessment of teachers' salaries referred to in paragraph 6 of this policy, the review committee will consider written recommendations from the Head Teacher that a teacher be paid a higher salary on the main classroom teachers' pay spine for the school, or the upper pay spine, depending on which scale the teacher is currently paid. The Head Teacher will also provide written reasons why any teacher should not progress on either scale.

- 3.6.2 Any recommendations for progression to a higher salary made by the Head Teacher shall be in respect of the teacher's performance during the previous year across all aspects of the teacher's professional duties as measured against the Teachers' Standards (using The Career Stage Expectations Document), and also having regard to his/her performance review under the school's Appraisal policy with particular reference to the achievement of objectives and classroom performance. In the case of teachers beyond the threshold the Head will also have regard to the teacher's overall contribution to the school.

- 3.6.3 Before the Head Teacher decides whether or not to make a written recommendation to the review committee, the Local Governing Body will expect that the Head Teacher will have had due regard to the appropriate level of performance expected of a teacher against the school's criteria for the relevant level of the Teachers' Standards according to the salary scale on which the teacher is paid. The school's criteria for determining whether or not a teacher shall progress are set out in Annex 5 of this policy.
- 3.6.4 Recommendations for increases in pay will be differentiated such that the amount of any increase is clearly attributable to the performance of the teacher in question. Continued good performance over a number of years should give a classroom teacher a reasonable expectation of progressing to the top of the appropriate pay range.
- 3.6.5 A teacher on the main classroom teachers' pay scale whose performance meets the criteria set out in Annex 5 could reasonably expect to reach the maximum of the scale in about five years. The Head may recommend that there will be no progression on the scale in a given year where the performance of the teacher does not warrant progression. A newly qualified teacher who achieves the required standards at the end of his/her induction will normally progress to the second point on the main classroom teachers' scale from the following September.
- 3.6.6 Where a teacher has been absent through long term illness or on maternity leave the Head Teacher will ensure that the requirements of the STPC Document are complied with by ensuring that a performance review has been conducted. In the event that a review cannot be conducted until the teacher returns to school the Head Teacher will conduct a review at such time following the teacher's return to school to enable a proper and reasonable assessment to be made and in the event that the Head Teacher's recommendation is to pay the teacher on a higher salary on the appropriate pay spine the award may be back dated to the appropriate date on which the award would normally have been paid.

4. LEADING PRACTITIONER POSTS

- 4.1 The local Governing Body may decide to include a leading practitioner post or posts in the staffing structure where it receives a recommendation from the Head Teacher to consider such a post. The leading practitioner post must comply with the requirements of the STPC Document.
- 4.2 Where a leading practitioner is appointed the local Governing Body shall select a point range of salaries from the range designated for leading practitioners. A newly appointed leading practitioner shall be appointed to the minimum of the chosen range.
- 4.3 The primary purpose of a leading practitioner post is for the modelling and leading improvement of teaching skills. In addition, the leading practitioner will take a leading role in developing, implementing and evaluating policies and practice that will contribute to school improvement. Performance objectives will be set with the leading practitioner and performance reviewed against those objectives in accordance with the school's Appraisal policy.
- 4.4 At the time of the annual assessment of teachers' salaries referred to in paragraph 6 of this policy, the review committee will consider recommendations from the Head Teacher that any leading practitioner be paid a higher salary subject to the maximum of the individual range. The criteria on which such a recommendation will be based is set out in Annex 6 of this policy.

5. THE LEADERSHIP GROUP

5.1 Deputy and Assistant Head Teachers

5.1.1 The local Governing Body, following consideration of the relevant criteria set out in The STPC Document will determine the individual range for a newly appointed deputy Head Teacher or assistant Head Teacher's salary.

5.1.2 At the time of appointing a new deputy Head Teacher or assistant Head Teacher the selection panel of the local Governing Body making the new appointment shall determine the salary point on the individual range to be paid. The point to which the teacher is appointed on the individual range shall not exceed the third point. The selection panel shall have regard to advice available from persons engaged by the local Governing Body.

5.2 Awards for performance to deputy and assistant heads

5.2.1 At the time of the annual assessment of teachers' salaries referred to in paragraph 6 of this policy, the review committee will consider recommendations from the Head Teacher that any deputy or assistant Head Teacher be paid up to two additional points subject to the maximum of the individual range. The local Governing Body expects that the objectives which were set for a deputy or assistant Head Teacher under the appraisal policy will have become progressively more challenging as the teacher has gained experience in his/her current role.

5.2.2 Where it considers it has substantial difficulties in retaining the services of a current deputy or assistant Head Teacher the local Governing Body may decide to change the salary range of a deputy or assistant Head Teacher in accordance with the STPC Document in order to retain his/her services. Only in exceptional circumstances may the deputy or assistant Head Teacher's range overlap the Head Teacher's ISR. The deputy or assistant Head Teacher's salary cannot be placed on a new range, except at his/her current point or the minimum point, whichever is the greater, until the September following the determination of a changed range.

6. ANNUAL ASSESSMENT OF THE SALARY OF TEACHERS

6.1 Annual assessments

6.1.1 On or before 1st September of each year, or as soon as possible thereafter, the Head Teacher will carry out an annual assessment of salary for each teacher, including deputy and assistant Head Teachers, leading practitioners and unqualified teachers employed in the school. Each teacher will be informed in writing of the recommended salary for the September of the new academic year including any increased salary, having regard to the annual performance review conducted in accordance with the school's appraisal policy and this policy. The Head Teacher will inform each teacher of the proposed salary before making the recommendation to the review committee. Any written comment from the teacher will be presented to the review committee when the recommendation of the Head Teacher is presented.

6.1.2 When the review committee has considered the recommendations from the Head Teacher for all teachers employed at the school and any comment from any individual teacher, its decision will be provided in writing, by 30th November at the latest, awards will be backdated to 1st September 2016.

7. DETERMINATION OF LEADERSHIP GROUP SALARIES

7.1 Group of the School; Individual School Range (ISR) and salary ranges for other members of the leadership group

- 7.1.1 For the purposes of determining the group of the school by which the ISR for the Head Teacher is identified, the local Governing Body will re-calculate annually the appropriate unit total of the school.
- 7.1.2 The local Governing Body will assign the school to the appropriate Head Teacher Group (HTG) whenever a new Head Teacher is to be appointed and on such occasions as the Local Governing Body sees fit. The Head Teacher may make representations to the review committee to consider assigning the school to a new HTG. The school must be assigned to its appropriate group not more than three years after the school was last assigned to a Head Teacher group.
- 7.1.3 If the local Governing Body sees fit to change the group of the school having re-calculated the unit total of the school in accordance with the STPC Document and the school is entitled to be in a HTG, the Governors will identify an ISR which will ensure that the minimum of the ISR is not below the minimum of the salary range for the HTG.
- 7.1.4 When a new Head Teacher is appointed, when the HTG is changed as in 7.1.3 above, or when a deputy or assistant Head Teacher range is set which equals or exceeds the minimum of the current ISR the local Governing Body, in accordance with the STPC Document, will re-determine an ISR on which the Head Teacher's salary will be paid, according to the size and circumstances of the school. The HTR of the school shall be a range of consecutive salary points selected by the Local Governing Body within the HTG range for the school.
- 7.1.5 The selection committee, set up to appoint a new Head Teacher, shall determine the salary point on the ISR to be paid. The selection committee will ensure that there is room for salary progression to be determined by subsequent performance. The selection panel shall have regard to advice available from persons engaged by the local Governing Body.
- 7.1.6 In the event that the local Governing Body agrees to the school's Head Teacher also being made the Head Teacher of another school on a permanent basis, the Head Teacher's salary will determined in accordance with STPC Document 2015 (paragraph 6.6).
- 7.1.7 Where such a decision is made then the local Governing Body will also review the salary ranges of any other teachers affected by the arrangement by increased responsibilities. Where such arrangements are temporary the safeguarding provisions will not apply.
- 7.1.8 The salary ranges for a deputy or assistant Head Teacher shall be determined with reference to the school's ISR as defined by the STPC Document.

7.2 Annual Review of Head Teacher's salary

- 7.2.1 At the beginning of each academic year, or at any such time as the local Governing Body, in consultation with the Head Teacher may decide, the Reviewer governors referred to in 2.8 will agree with the Head Teacher, or, in the absence of agreement, set performance objectives together with performance indicators/measures appropriate to each objective. The performance objectives will reflect priorities identified in the schools development plan.

- 7.2.2 The Trust Chief Executive Officer will act as the external adviser to support the reviewer Governors in carrying out the annual performance review of the head teacher. The performance review and review statement will be conducted in accordance with the **Trust Appraisal Policy**.
- 7.2.3 In the autumn term of each year, (or where determined differently by the Local Governing Body as referred to in 7.2.1 above, in the half term immediately prior to the anniversary of the setting of the performance criteria), the review committee will receive recommendations from the reviewer governors (having consulted the Chair of Governors, if s/he is not a reviewer governor) about the salary of the Head Teacher. The recommendation shall reflect the reviewer governors' views based on the outcomes of the annual performance review and the Chair of Governor's view of the Head Teacher's overall performance during the year. Any recommendation for movement up the ISR, on which the Head Teacher is currently paid, will identify the recommended number of progressed points proposed. The Head Teacher will be advised of the proposed recommendation and may make a written response to the recommendation.
- 7.2.4 The recommendation for the Head Teacher will be made in a written statement to the review committee, giving reasons for the recommendation and the level of salary that it is recommended should be paid from 1st September. This will either be at the current point on the ISR or point(s) higher subject to the maximum of the ISR, or any additional payments as identified in the STPC Document 2015, paragraph 10. The review committee will consider the recommendation together with any written response from the Head Teacher to the recommendation and make its decision known to the Head Teacher in writing on the salary assessment form by 31st December at the latest, to be backdated to 1st September. The Head Teacher will not be entitled to attend the meeting of the review committee.
- 7.2.5 If the Head Teacher wishes to seek a review of the decision of the review committee regarding his/her pay, s/he may do so in accordance with the procedure set out in paragraph 2.3 of this policy. The Head Teacher will have right of appeal against the decision of the review committee in accordance with the procedure set out in paragraph 2.4 of this policy.

7.3 Determination of Discretionary payments to Head Teachers

- 7.3.1 Each School's Local Governing Body may decide to pay additional payments to their Head Teacher in accordance with paragraphs 10 of the STPC Document 2016
- 7.3.2 In the event of an NPAT Head Teacher or a member of staff paid on the leadership scale, being asked by the Trust to carry out additional work which is above and beyond the normal expectations and responsibilities of their role, the NPAT Board of Directors may agree to award a discretionary payment to the member of staff. Additional work will only be authorised on the basis that the work involved generates additional income and / or benefits for the Trust and the performance and expected outcomes of their school are maintained. The value of the payment will be determined and approved by the NPAT Board of Directors and will be paid in accordance with paragraph 10 of the STPC Document 2016.

NPAT do not expect Headteachers or staff members paid on the leadership scale to engage in additional work without the prior written authority of the trust, whether paid or unpaid, or be directly or indirectly engaged, in any concern or have any financial interest as an agent, consultant, director, employer, owner, partner, shareholder or other capacity in any other business, trade, profession or occupation (or the setting up of any business, trade, profession or occupation).

- 7.3.3 Where a decision is made to increase the Head Teacher's salary beyond the maximum of the appropriate HTG determined in accordance with paragraph 7.2.4 above, the total sum of all

payments made to the Head Teacher referred to in 7.3.1 will not exceed 25 per cent of the maximum of the HTG, except in exceptional circumstances.

7.3.4 In the event that it is considered there are wholly exceptional circumstances which make it necessary to exercise the provision set out in 7.3.2 above then the Local Governing Body will take external independent advice from the School's HR Provider and the NPAT Chief Executive Officer before agreeing to such a decision. This is in accordance with paragraph 10 of the STPC Document 2016.

7.4 Acting up allowances for an acting Head Teacher, acting deputy Head Teacher, acting assistant Head Teacher or a teacher acting up in a TLR post

7.4.1 In the prolonged absence of the Head Teacher, a deputy Head Teacher, an assistant Head Teacher or a TLR post holder, the Local Governing Body may appoint a teacher to act up during the absence of the post holder. From the date that the Local Governing Body considers it necessary to make an acting appointment, the Local Governing Body will pay an allowance equal to the difference between the salary currently paid to the person appointed to act up and a point considered appropriate by the Local Governing Body on the ISR for the Head Teacher or the range of salaries for the deputy or assistant Head Teacher or the level of TLR in question. The STPC conditions of employment for a Head Teacher, deputy or assistant Head Teacher will also apply to any person in receipt of such an acting allowance.

7.4.2 If, during any absence of the Head Teacher, deputy or assistant Head Teacher or a TLR post holder, the acting appointment is made and maintained for a period then the local Governing Body will consider within four weeks of the acting appointment whether or not the teacher shall be paid an acting allowance calculated in accordance with 7.4.1 above. If no allowance is paid the local Governing Body may reconsider the position at any time.

8. ADDITIONAL PAYMENTS FOR TEACHING STAFF

8.1 In the event that the Head Teacher, following consultation with the teacher(s) affected decides to request teachers to undertake :-

- CPD undertaken outside of the school day
- activities relating to the provision of ITT as part of the ordinary conduct of the school day or
- Out of school hours learning activities

then payments as below will be made to teachers agreeing to participate in such activities(subject to paragraph 10 of the STPCC Document 2016).

8.2 The daily rate payable to each individual teacher undertaking such CPD or ITT activities and entitled to such a payment, will be paid pro rata in relation to current salary.

8.3 Where additional responsibilities and activities are undertaken by a teacher resulting from the Head Teacher having responsibility for more than one school, as provided for in paragraph 7.1.7 of this policy, the salary review committee of the local Governing Body will review the teacher's salary to reflect the additional responsibilities and activities. The decision of the review committee will be reported to the next meeting of the local Governing Body.

8.4 In the event of a member of the NPAT Teaching staff being asked by the Trust to carry out additional work which is above and beyond the normal expectations and responsibilities of

their role, the NPAT Board of Directors may agree to award a discretionary payment to the teacher. Additional work will only be authorised on the basis that the work involved generates additional income and / or benefits for the Trust and the performance and expected outcomes of their normal role are maintained. The value of the payment will be determined and approved by the NPAT Board of Directors and will be paid in accordance with paragraph 10 of the STPC Document 2016

9. UNQUALIFIED TEACHERS

- 9.1 The Local Governing Body may employ unqualified teachers/instructors in the school. Such unqualified teachers will be paid in accordance with paragraph 17 of the STPC Document 2016.
- 9.2 The point on the school's unqualified teacher scale, within the maximum and minimum of the range as set out in paragraph 17 of the STPC Document 2016 at which a new appointment will be paid, will be determined by the Head Teacher, in consultation with the Chair of Governors, and will take account of the qualifications and experience considered to be relevant to the post to which the person is appointed.
- 9.3 In addition to the appropriate point on the unqualified teachers' pay spine the Head Teacher, in consultation with the Chair of Governors, may award an additional annual allowance in accordance with paragraph 22 of the STPC Document 2016 to a person appointed as an unqualified teacher who either takes on a sustained additional responsibility or who s/he believes has additional qualifications and/or experience to warrant such an award.
- 9.4 The Head Teacher will report any award of such an allowance to the appropriate committee of the local Governing Body.
- 9.5 The same arrangements for salary progression for teachers will also apply to unqualified teachers.

10. SALARIES OF SUPPORT STAFF

- 10.1 On appointing a member of the support staff the job description determined for the post to which the employee is to be appointed will be evaluated in accordance with an approved scheme. Advice will be sought from persons engaged by the local Governing Body to advise on an approved evaluation process.
- 10.2 The Head Teacher, in consultation with the Chair of Governors, will determine the appropriate point on the evaluated scale having regard to
- i) relevant qualifications and/or competencies
 - ii) recruitment/retention needs of the school in respect of the post

The decision of the Head Teacher will be reported to the review committee.

- 10.3 If at any time the Head Teacher, in consultation with the Chair of Governors, considers that a member of the support staff is being asked to undertake, or has undertaken, increased or decreased responsibilities on a permanent basis, s/he shall refer the job description of the post, with the new responsibilities, to be evaluated. If the evaluation provides for a higher

salary that salary will be paid to the post holder from a date determined by the Head Teacher and, in the case of a temporary increase in responsibility, the date to which the new salary will be paid. In the event that the evaluation provides for a lower salary the employee will be entitled to salary safeguarding for a period in accordance with national policy. The new salary level will be reported to the review committee at its next meeting.

- 10.4 At the time of making the annual assessment of the teachers' salaries the Head Teacher may also make any recommendation to the review committee in respect of the salary of any member of the support staff. Where the Head Teacher considers it appropriate s/he may recommend to the review Committee that a named member(s) of the support staff shall be awarded an honorarium for the excellence of his/her performance during the previous year. The honorarium may either be paid as a lump sum payment at the next salary payment after the appropriate committee's decision, or as a 1/12 increase in monthly salary over the next year.
- 10.5 If any member of the support staff wishes to appeal against his/her salary level s/he may ask for a re-evaluation of the job description of the post to be undertaken. In the event that a member of the support staff decides to appeal against a decision of the review committee under paragraph 2.4 above, then s/he shall enter a formal written statement of appeal. The appeal shall be heard by the review appeal committee referred to in paragraph 2.2.2 above.

11. ADDITIONAL / DISCRETIONARY PAYMENTS FOR SUPPORT STAFF

In the event of a member of NPAT support staff being asked by the Trust to carry out additional work which is above and beyond the normal expectations and responsibilities of their role, the NPAT Board of Directors may agree to award them a discretionary payment. Additional work will only be authorised on the basis that the work involved generates additional income and / or benefits for the Trust and the performance and expected outcomes of their normal role are maintained. The value of the payment will be determined and approved by the NPAT Board of Directors.

12. SALARY SACRIFICE SCHEME*

- 12.1 The local Governing Body will support and encourage any salary sacrifice scheme as identified in the STPC Document and made available by the school (or the Local Authority in the case of maintained schools) , from which teachers or support staff employed in the school benefit where there is no additional cost to the school budget.*

13. REVIEW OF THE POLICY

- 13.1 The Trust will review this policy annually or on any occasion when it is requested to do so by the Head Teacher.

The Trust will consult with the staff and the recognised trade unions at the time of any review of the policy where amendments are outside of those recommended by the STPC or the Burgundy Book for non teaching staff.

* Governing Bodies should be aware that there will be a cost when an employee in receipt of child care vouchers is on maternity leave and is no longer receiving contractual pay.

ANNEX I (This procedure complies with the statutory guidance of the Secretary of State and has been amended to reflect best practice)

PROCEDURE FOR A REVIEW OF A SALARY DETERMINATION OR A PERFORMANCE MANAGEMENT DECISION BY THE REVIEW COMMITTEE OF THE LOCAL GOVERNING BODY

1. Case for the employee

The employee or representative:

- a) presents the employee's written application for the review.
- b) the members of the review committee may ask questions of the employee

2. The Chair of the Review Committee:

explains the process and evidence used to come to the decision under review with reference to the written statement of reasons for the decision of the review committee previously provided to the employee.

If the review committee has asked the Head Teacher (or a governor as referred to in Note 3 below) to be present at the hearing the Head Teacher (or governor) may be asked questions by the members of the review committee, and the employee or representative.

3. Summing up and withdrawal

the employee, or representative, has the opportunity to sum up his/her case if s/he so wishes.

- b) all persons other than the members of the review committee and the adviser (See Note 5 below), are then required to withdraw.

4. Review Committee decision

- a) The review committee and the person who is advising, if other than the Head Teacher or a governor, are to deliberate in private, only recalling other persons to clear points of uncertainty on evidence already given. Any recall will involve all persons involved in the earlier hearing.
- b) The chair of the review committee will announce the decision of the review to the employee, which will be confirmed in writing within 5 working days.

- Notes:
1. For the purposes of the review, the review committee and the employee will have the following documents:-
 - the written statement of reasons for the decision of the review committee previously provided to the employee
 - the written statement of reasons for the application for the review from the employee. (The grounds for the appeal must comply with paragraph 2.3.2 of the pay policy).
 - any additional documents to be used at the review hearing which must be provided to the other party at least 48 hours before the commencement of the hearing.
 2. For the purposes of the review, the review committee may ask the Head Teacher (or in accordance with note 3 below, a governor) to be present. In that event the Head Teacher(or governor) may also be asked questions by the members of the review committee and by the employee or his/her representative. The Head Teacher (or governor) may not be involved in the decision of the review committee.
 3. Where the Head Teacher has asked for the review the review committee may ask the Chair of Governors or a representative of the governors referred to in 2.8.1 above to be present.
 4. The review committee may have an adviser present to advise on fact and the law.
 5. Where a teacher is seeking a review against a determination of the Threshold Application or an appraisal decision of the Head Teacher, the same procedure will be used with the Head Teacher taking the role of the review committee. The Head Teacher may have an adviser present to advise on the law, procedure and merits of the case, who may not be an employee of the school.

ANNEX 2 (This procedure complies with the statutory guidance of the Secretary of State and has been amended to reflect best practice)

PROCEDURE FOR AN APPEAL AGAINST A SALARY OR PERFORMANCE MANAGEMENT DETERMINATION TO THE REVIEW APPEAL COMMITTEE OF THE GOVERNING BODY

The Appeal of the employee

The employee or representative,

- a) introduces the employee's written reasons for the appeal and the representative of the review committee and then members of the Appeal Committee may ask questions of the employee
- b) may call witnesses, each of whom will have provided a written statement of the information s/he wishes to give, and each witness may be asked questions by the representative of the review committee and then by the Review Appeal Committee

The response of the review committee

The representative of the review committee

- a) explains the process and evidence used to come to the decision being appealed with reference to the written statement of reasons for the decision of the review committee previously provided to the employee, and the employee or representative and then members of the Review Appeal Committee may ask questions of the representative of the review committee.
- b) may call witnesses, who will have provided a written statement of the information they wish to give, and each witness may be asked questions by the employee or his/her representative and then by the Review Appeal Committee

3. Summing up and withdrawal

the representative of the review committee has the opportunity to sum up if s/he so wishes.

the employee, or representative, has the opportunity to sum up his/her case if s/he so wishes.

all persons other than the Review Appeal Committee and its adviser are then required to withdraw.

4. Review Appeal Committee decision

- a) the Review Appeal Committee and the person who is advising on law, procedure, and merits of the case (See Note 4 below) are to deliberate in private, only recalling the parties to clear points of uncertainty on evidence already given. Any recall must involve both parties
- b) the Chair of the Review Appeal Committee will announce the decision to the employee, which will be confirmed in writing

- Notes:
1. For the purposes of the appeal, the Review Appeal Committee will have the following documents;-
 - the written statement of reasons for the review committee decision previously provided to the employee
 - the written statement of reasons for the appeal from the employee. (The grounds for the appeal must comply with paragraph 2.3.2 of the pay policy).
 - any additional documents to be used at the appeal hearing which must be provided to the other party at least 48 hours before the commencement of the hearing.
 2. For the purposes of the appeal, the review committee representative may call the Head Teacher (or in accordance with note 3 below, a governor) as a witness for the review committee. In that event the Head Teacher (or governor) may be questioned as a witness.
 3. Where the Head Teacher has asked for the review the representative of the review committee may call the Chair of Governors and/or one of the governors referred to in paragraph 2.8.1 of the policy above as a witness.
 4. The Appeal Committee may appoint an adviser to advise on the law, procedure, and merits of the case who may not be an employee of the school.
 5. Where a teacher is appealing against a determination of the Threshold Application or an appraisal decision the same procedure will be used with the Head Teacher taking the role of the representative of the review committee. The Head Teacher may have an adviser present, as in Note 4 above, who may not be an employee of the school.

ANNEX 3

ACCESS TO THE TEACHERS UPPER PAY RANGE

Since September 2014 any qualified teacher who has made substantial progress towards the maximum of the main classroom teachers' scale (M5 and above) may apply to the Head Teacher to be paid on the Upper Pay Range. An application may only be made once in an Academic year and must be made (before the start of the Autumn half term break). We will not be bound by pay decisions made by other schools.

A successful applicant will have demonstrated:

That as a teacher s/he is highly competent in all elements of the relevant standards; and
That his/her achievements and contributions to the school are substantial and sustained

For the purpose of this pay policy:

Highly competent means performance which is not only good but is 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.

Substantial means of real importance, validity and value to 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 pupils' learning and achievement.

Sustained means maintained continuously over a period of (2 years).

The application shall be in the form of the annual appraisal document and two previous appraisal reports which meet the criteria, with supplementary evidence to be considered which reflects the applicant's achievements of a 2 year period. All applications will be assessed robustly transparently and equitably by the Head Teacher and a decision will be made and communicated in writing within 15 working days.

Since the mid-year appraisal meeting will focus on progress towards performance targets, teachers should already be aware whether or not they are on track for pay progression.

Where the application is unsuccessful, the written notification will indicate the areas where the judgment is that the teachers' application does not satisfy the assessment criteria. A successful applicant will progress to point 1 of the Upper Pay Range where it is expected that the level of performance assessed will be at least sustained. Further progression on the Upper Pay Range will be dependent on additional evidence that the application has developed further and taken on further responsibilities across the school.

ANNEX 4

TEACHERS: RECRUITMENT AND RETENTION ALLOWANCES OR BENEFITS

This annex identifies the circumstances under which the school will pay allowances and/or benefits for the purposes of recruiting and retaining teachers. Recruitment or Retention allowances will be considered as a method of attracting or retaining outstanding teachers and support staff where the school would be adversely affected by not recruiting or retaining them. Recruitment and retention allowances will be pensionable payments. On expiry of a recruitment allowance it may be replaced by a retention allowance. Decisions on recruitment allowances or retention allowances will be made by the Head Teacher following consultation with the Finance and Resources Committee.

Prior to consultation the Head Teacher will set out:

- The reasons why the post should attract a recruitment or retention allowance with reference to other allowances awarded and any available recruitment or retention information.
- The start and end dates of the allowance
- The amount of the allowance and its percentage of substantive salary which will not exceed (10%)

The decision to award a recruitment or retention allowance will be communicated to the employee in writing stating the start date and end date, the amount and whether it is recruitment or a retention allowance. The decision to award the recruitment or retention allowance will be reported to the Pay Review Committee at the next meeting.

The Trust may consider offering recruitment benefits, e.g. removal expenses / rental deposits etc. This will be made on a case by case basis.

ANNEX 5 PROGRESSION ON THE MAIN AND UPPER PAYSCALES FOR QUALIFIED TEACHERS AND THE UNQUALIFIED TEACHERS SCALE

This annex sets out the school's policy regarding progression on the Main and Upper pay scales and on the unqualified teachers' scale, and on progression on the Pay scale for support staff.

Teachers on the Main, Upper and Unqualified teachers' pay scales will have their salary reviewed annually in accordance with paragraph 6 of the Pay Policy. To move up the Main pay scale or the Unqualified teachers' pay scale one point at a time teachers will need to have made good progress towards their objectives, have shown they are consistently competent in all elements of the Teachers Standards and teaching should be at least good as defined by 'NPAT partnership Teaching and Learning observation proforma' which is based on the Ofsted evaluation schedule'.

The following criteria will be taken into account in making a judgment:

1. Impact on pupil progress target
2. Outcome of lesson observations (average grade calculated as a number 1 – 4)
3. Appraisal targets and how successfully these have been met
4. Competency in all elements of the Teachers Standards

The following criteria may be taken into account when making a judgment:

5. Contributions to whole school development
6. Wider outcomes for pupils and colleagues

Taking into account all of the criteria and any external factors, a best fit judgment will be made by the appraiser as to a teacher's overall performance. Teachers demonstrating exceptional performance may be awarded progression up to two points on the scale; this will be determined by progress significantly above expected, evidence of consistently outstanding teaching and meeting all performance management targets as well as demonstrating they are competent in all elements of the teachers' standards.

Teacher's annual appraisal reports will contain pay recommendations. Final decisions about whether or not to accept a pay recommendation will be made by the local local Governing Body, having regard to the appraisal report and taking into account advice from the senior leadership team. The local Governing Body will consider its approach in the light of the school's budget and where possible will ensure that appropriate funding is allocated for pay progression at all levels.

ANNEX 6

TEACHERS: THE APPOINTMENT OF LEADING PRACTITIONERS

The school may decide to appoint Leading Practitioners as indicated in paragraph 4 of the Pay policy and in accordance with the provisions of paragraph 16 of the STPC document 2016. Specific job requirements will include:

- A leadership role in developing implementing and evaluating policies and practices in the school contribute to school improvement
- The improvement of teaching at our school and within local schools which impact significantly on pupil progress
- Improving the effectiveness of staff and colleagues through coaching and mentoring. Up to 20% of the Leading Practitioners time will be spent on this aspect of their role (including supporting other schools. Any costs associated with the provision of this service will be invoiced and be retained by the school).

Criteria for progression on the Leading Practitioner scale will be based on evidence that the Leading Practitioner:

- Has made good progress towards their performance management objectives
- Is an exemplar of teaching skills which must impact significantly on pupil progress within school and within the wider school community, if relevant
- Has made substantial impact on the effectiveness of staff colleagues including any specific elements of practice that have been highlighted as in need of improvement
- Is highly competent in all elements of the teachers standards
- Has shown strong leadership in developing implementing and evaluating policies and practices in the workplace which contribute to school improvement

Highly competent, substantial and sustained are defined in **ANNEX 3**.

NPAT Partnership**Monitoring and Evaluating Schedule**

Across NPAT Partnership schools, the following monitoring and evaluation processes will be used. All teachers are entitled to the following professional development opportunities.

Activity	Autumn	Spring	Summer
Meetings	Pupil Target Setting (Sep) Progress Meetings Teacher Appraisal Meetings	Progress Meetings Appraisal Mid-Year 1 to 1	Progress Meetings Appraisal EoY 1 to 1
Teaching Observation	Observed Teaching Session	Observed Teaching Session	Observed Teaching Session
Monitoring	Planning & Work Scrutiny	Planning & Work Scrutiny	Planning & Work Scrutiny
Teacher Profile	Updated	Updated	Updated

In addition to formal observation, Head Teachers or other leaders with responsibility for teaching standards may “drop in” in order to evaluate the standards of teaching and to check that high standards of professional performance are established and maintained. The length and frequency of “drop in” observations will vary depending on specific circumstances. Teachers (including the Head Teacher) who have responsibilities outside the classroom should also expect to have their performance of those responsibilities observed and assessed as part of this monitoring schedule.

TEACHER PAY SCALES 2016

England and Wales	01/09/2015	01/09/2015 Values for Leadership on Top of Group	01/09/2016	01/09/2016 Values for Leadership on Top of Group	Inner London	01/09/2015	01/09/2015 Values for Leadership on Top of Group	01/09/2016	01/09/2016 Values for Leadership on Top of Group	Outer London	01/09/2015	01/09/2015 Values for Leadership on Top of Group	01/09/2016	
M1		22,244.00		22,467.00	M1		27,819.00		28,098.00	M1		25,880.00		26,139.00
M2		24,002.00		24,243.00	M2		29,270.00		29,563.00	M2		27,484.00		27,759.00
M3		25,932.00		26,192.00	M3		30,795.00		31,103.00	M3		29,185.00		29,477.00
M4		27,927.00		28,207.00	M4		32,400.00		32,724.00	M4		30,992.00		31,302.00
M5		30,128.00		30,430.00	M5		34,893.00		35,242.00	M5		33,620.00		33,957.00
M6 /M6A		32,509.00		32,835.00	M6 /M6A		37,491.00		37,866.00	M6 /M6A		36,182.00		36,544.00
M6 / M7 / M6B		32,831.00		33,160.00	M6 / M7 / M6B		37,862.00		38,241.00	M6 / M7 / M6B		36,540.00		36,906.00
U1		35,218.00		35,571.00	U1		42,756.00		43,184.00	U1		38,739.00		39,127.00
U2		36,523.00		36,889.00	U2		44,857.00		45,306.00	U2		40,173.00		40,575.00
U3		37,871.00		38,250.00	U3		46,365.00		46,829.00	U3		41,660.00		42,077.00
UQT1		16,298.00		16,461.00	UQT1		20,496.00		20,701.00	UQT1		19,359.00		19,553.00
UQT2		18,194.00		18,376.00	UQT2		22,391.00		22,615.00	UQT2		21,256.00		21,469.00
UQT3		20,088.00		20,289.00	UQT3		24,287.00		24,530.00	UQT3		23,152.00		23,384.00
UQT4		21,984.00		22,204.00	UQT4		26,182.00		26,444.00	UQT4		25,050.00		25,301.00
UQT5		23,881.00		24,120.00	UQT5		28,076.00		28,357.00	UQT5		26,944.00		27,214.00
UQT6		25,776.00		26,034.00	UQT6		29,970.00		30,270.00	UQT6		28,841.00		29,130.00
L01		38,598.00		38,984.00	L01		45,891.00		46,350.00	L01		41,660.00		42,077.00
L02		39,564.00		39,960.00	L02		46,862.00		47,331.00	L02		42,628.00		43,055.00
L03		40,552.00		40,958.00	L03		47,854.00		48,333.00	L03		43,612.00		44,049.00
L04		41,563.00		41,979.00	L04		48,861.00		49,350.00	L04		44,628.00		45,075.00
L05		42,597.00		43,023.00	L05		49,902.00		50,402.00	L05		45,663.00		46,120.00
L06		43,665.00		44,102.00	L06		50,966.00		51,476.00	L06		46,727.00		47,195.00
L07		44,841.00		45,290.00	L07		52,146.00		52,668.00	L07		47,906.00		48,386.00
L08		45,876.00		46,335.00	L08		53,177.00		53,709.00	L08		48,939.00		49,429.00
L09		47,021.00		47,492.00	L09		54,319.00		54,863.00	L09		50,083.00		50,584.00
L10		48,228.00		48,711.00	L10		55,528.00		56,084.00	L10		51,293.00		51,806.00
L11		49,481.00		49,976.00	L11		56,776.00		57,344.00	L11		52,540.00		53,066.00
L12		50,621.00		51,128.00	L12		57,921.00		58,501.00	L12		53,687.00		54,224.00
L13		51,886.00		52,405.00	L13		59,188.00		59,780.00	L13		54,953.00		55,503.00
L14		53,180.00		53,712.00	L14		60,479.00		61,084.00	L14		56,238.00		56,801.00
L15		54,504.00		55,050.00	L15		61,798.00		62,416.00	L15		57,563.00		58,139.00
L16		55,952.00		56,512.00	L16		63,254.00		63,887.00	L16		59,014.00		59,605.00
L17		57,238.00		57,811.00	L17		64,539.00		65,185.00	L17		60,302.00		60,906.00
L18	58,677.00	58,096.00	59,264.00	58,677.00	L18	65,978.00	65,324.00	66,638.00	65,978.00	L18	61,743.00	61,131.00	62,361.00	
L19		60,132.00		60,734.00	L19		67,433.00		68,108.00	L19		63,198.00		63,830.00
L20		61,624.00		62,241.00	L20		68,923.00		69,613.00	L20		64,688.00		65,335.00
L21	63,147.00	62,521.00	63,779.00	63,147.00	L21	70,448.00	69,750.00	71,153.00	70,448.00	L21	66,213.00	63,585.00	66,876.00	
L22		64,716.00		65,364.00	L22		72,016.00		72,737.00	L22		67,777.00		68,455.00
L23		66,319.00		66,983.00	L23		73,613.00		74,350.00	L23		69,380.00		70,074.00
L24	67,963.00	67,290.00	68,643.00	67,963.00	L24	75,264.00	74,518.00	76,017.00	75,264.00	L24	71,025.00	70,321.00	71,736.00	
L25		69,652.00		70,349.00	L25		76,950.00		77,720.00	L25		72,714.00		73,442.00
L26		71,375.00		72,089.00	L26		78,673.00		79,460.00	L26		74,437.00		75,182.00
L27	73,144.00	72,419.00	73,876.00	73,144.00	L27	80,439.00	79,642.00	81,244.00	80,439.00	L27	76,205.00	75,450.00	76,968.00	
L28		74,958.00		75,708.00	L28		82,256.00		83,079.00	L28		78,021.00		78,802.00
L29		76,814.00		77,583.00	L29		84,115.00		84,957.00	L29		79,876.00		80,675.00
L30		78,726.00		79,514.00	L30		86,026.00		86,887.00	L30		81,787.00		82,605.00
L31	80,671.00	79,872.00	81,478.00	80,671.00	L31	87,973.00	87,101.00	88,853.00	87,973.00	L31	83,738.00	82,908.00	84,576.00	
L32		82,677.00		83,504.00	L32		89,975.00		90,875.00	L32		85,738.00		86,596.00
L33		84,731.00		85,579.00	L33		92,031.00		92,952.00	L33		87,797.00		88,675.00
L34		86,826.00		87,695.00	L34		94,125.00		95,067.00	L34		89,892.00		90,791.00
L35	88,984.00	88,102.00	89,874.00	88,984.00	L35	96,284.00	95,330.00	97,247.00	96,284.00	L35	92,046.00	91,134.00	92,967.00	
L36		91,187.00		92,099.00	L36		98,485.00		99,470.00	L36		94,246.00		95,189.00
L37		93,455.00		94,390.00	L37		100,757.00		101,765.00	L37		96,519.00		97,485.00
L38		95,766.00		96,724.00	L38		103,064.00		104,095.00	L38		98,829.00		99,818.00
L39	98,100.00	97,128.00	99,081.00	98,100.00	L39	105,397.00	104,353.00	106,451.00	105,397.00	L39	101,161.00	100,159.00	102,173.00	
L40		100,548.00		101,554.00	L40		107,852.00		108,931.00	L40		103,613.00		104,650.00
L41		103,061.00		104,092.00	L41		110,365.00		111,469.00	L41		106,126.00		107,188.00
L42		105,642.00		106,699.00	L42		112,941.00		114,071.00	L42		108,701.00		109,789.00
L43		107,210.00		108,283.00	L43		114,437.00		115,582.00	L43		110,243.00		111,346.00
SEN Min		2,064.00		2,085.00	SEN Min		2,064.00		2,085.00	SEN Min		2,064.00		2,085.00
SEN Max		4,075.00		4,116.00	SEN Max		4,075.00		4,116.00	SEN Max		4,075.00		4,116.00
TLR1 Min		7,546.00		7,622.00	TLR1 Min		7,546.00		7,622.00	TLR1 Min		7,546.00		7,622.00
TLR1 Max		12,770.00		12,898.00	TLR1 Max		12,770.00		12,898.00	TLR1 Max		12,770.00		12,898.00
TLR2 Min		2,613.00		2,640.00	TLR2 Min		2,613.00		2,640.00	TLR2 Min		2,613.00		2,640.00