

School Pay Policies Checklist For Schools With No Link Between Pay And Appraisal

PURPOSE OF THE CHECKLIST

NASUWT believes that a fair, transparent and consistent pay policy, which recognises and rewards teachers and leaders as highly skilled professionals, is a key element in effective school improvement.

The NASUWT Policy on pay for classroom teachers in all UK jurisdictions is for a single classroom teacher pay scale of six pay points with even gaps between the points (using the Current M1 and U3 points for England as point 1 and 6 of the new scale). This means the removal of any threshold process.

School pay policies which accord with the provisions in this checklist will help to recruit, retain and motivate teachers and leaders, providing the basis for sound financial and personnel planning, and minimise the risk of grievance and discrimination.

The checklist sets out the minimum requirements for an effective pay policy and is consistent with the statutory provisions for teachers' pay effective from 1 September each year.

NASUWT is committed to securing a national pay structure which applies statutorily to all maintained schools and academies.

PAY DECISIONS FOR SEPTEMBER EACH YEAR

Pay awards

The school is committed to award the pay uplift as detailed in the NASUWT model school pay policy to all existing pay points and allowances for all teachers from September each year.

PAY DECISIONS FROM 1 SEPTEMBER

Performance management/appraisal of teachers

- Performance management/appraisal procedures at the school will operate in accordance with the NASUWT checklist – Performance Management Appraisal Checklist: Employers With no Link to Pay Progression England from 1 September 2025.

Salary determination

- The school will determine the salary of a teacher on an annual basis and notify the teacher in writing of the salary determination by 31 October each year, with effect from 1 September of that year.

Determining the pay of appointees/maintaining 'pay portability'

- The school is committed to the principle of 'pay portability' and will apply this principle in practice when making all new appointments.

Determining the pay ranges for vacant teaching posts

- The school will not restrict the pay available for appointees to vacant classroom teacher posts, other than the lower limit of the Main Pay Range (M1) and the upper limit of the Upper Pay Range (U3).

Unqualified Pay Range – pay scale

- Teachers on the Unqualified Pay Range will be paid on the six-point scale on the Unqualified Teachers Pay Range (U1-U6).

Unqualified Pay Range – progression

Annual pay progression is automatic and is not linked to performance

- Unqualified teachers will be awarded pay progression of at least one point for each year of employment as a classroom teacher, but the employer may decide to withhold progression if a teacher is subject to formal capability proceedings.

Main Pay Range – pay scale

- Teachers on the Main Pay Range will be paid on the six-point scale on the Main Pay Range (M1-M6).

Main Pay Range – pay progression

Annual pay progression is automatic and is not linked to performance

- Teachers will be awarded pay progression of at least one point for each year of employment as a classroom teacher, but the employer may decide to withhold progression if a teacher is subject to formal capability proceedings.
- Early Career Teachers (ECTs) will be awarded annual pay progression at the end of each year. The relevant body must determine the teacher's performance and any pay recommendation by means of the statutory induction process set out in the Education (Induction Arrangements for School Teachers) (England) Regulations 2012.

Moving from the Main Pay Range to the Upper Pay Range

- Teachers who apply to move to the Upper Pay Range will be awarded progression to the Upper Pay Range automatically.

The employer may decide to decline a threshold application if a teacher is subject to formal capability proceedings.

Upper Pay Range – pay scale

- Teachers on the Upper Pay Range (U1-U3) will be paid on the three-point scale on the Upper Pay Range.

Upper Pay Range – pay progression

Annual pay progression is automatic and is not linked to performance

- Teachers will be awarded pay progression of at least one point on the Upper Pay Range for each year of employment as a classroom teacher, but the employer may decide to withhold progression if a teacher is subject to formal capability proceedings.

Leading Practitioner – pay scale

- Leading Practitioners will be paid on the Spine Points (L1 to L18) for Leading Practitioners. They will have a five-point scale within this range.

Lead Practitioner – pay progression

Annual pay progression is automatic and is not linked to performance

- Lead Practitioners will be awarded pay progression of at least one point on their range for each year of employment as a Leading Practitioner, but the employer may decide to withhold progression if a teacher is subject to formal capability proceedings.

Leadership Group – pay scale L1 to L43

All Leadership members (e.g. Headteacher/Principal/Head of School, Deputy Headteacher, Assistant Headteacher) will be appointed to a leadership pay range.

Headteacher Pay Range

The Headteacher range should not normally exceed the maximum of the headteacher group set out in the annual School Teachers' Pay and Conditions Document (STPCD). The pay range will be 8 points. The headteacher's pay range may exceed the maximum where the relevant body determines that circumstances specific to the role or candidate warrant a higher than normal payment. The relevant body must ensure that the maximum of the headteacher's pay range and any additional payments do not exceed the maximum of the headteacher group by more than 25%, other than in exceptional circumstances; in such circumstances, the governing body must seek external independent advice before providing such agreement, and support its decision with a business case.

Other Leadership Group Pay Ranges

All other leadership group pay ranges will be 5 points. The maximum of the deputy or assistant headteacher's pay range must not exceed the maximum of the headteacher group for the school. The pay range for a deputy or assistant headteacher should only overlap the headteacher's pay range in exceptional circumstances.

Leadership Group – pay progression

Annual pay progression is automatic and is not linked to performance

- Leadership group members will be awarded pay progression of at least one point on their range for each year of employment. The employer may decide to withhold progression if the leader is subject to formal capability proceedings.

Teaching and Learning Responsibility (TLR) payments

- TLR1 and TLR2 payments will be allocated in accordance with the criteria below.
- Teachers will not be expected to undertake permanent additional responsibilities without a permanent TLR1 or TLR2 payment.
- Clear criteria for the award, level and duration of time-limited TLR3 payments will be set out. There will be full consultation with union representatives and agreement with NASUWT before the decision is made to make any such payment.

Appeals procedures

- Teachers have the right to make representations and to appeal about any aspect of their pay or pay progression in accordance with an appeals procedure within the policy which meets, as a minimum, the statutory requirements on disputes resolution.

Monitoring and review of the policy

- The policy will be monitored and reviewed by the relevant body in conjunction with union representatives on an annual basis. An annual written report on the operation of the pay policy, recording pay decisions taken and equality impact, will be provided to union representatives.

CRITERIA FOR TLR1 and TLR2 PAYMENTS

Before awarding a TLR1 or TLR2 payment, the school must be satisfied that the teacher's duties include a significant responsibility that is not required of all classroom teachers and that:

- (a) is focused on teaching and learning;
- (b) requires the exercise of a teacher's professional skills and judgement;
- (c) requires the teacher to lead, manage and develop a subject or curriculum area, or to lead and manage pupil development across the curriculum;
- (d) has an impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils; and
- (e) involves leading, developing and enhancing the teaching practice of other staff.

In addition, before awarding a TLR1 payment, the school must be satisfied that the significant responsibility referred to above includes line management responsibility for a significant number of people.

Special Educational Needs (SEN) payments

Before awarding a SEN payment, the relevant body must determine the spot value of the allowance, taking into account the structure of the school's SEN provision and the following factors:

- a) whether any mandatory qualifications are required for the post;
- b) the qualifications or expertise of the teacher relevant to the post; and
- c) the relative demands of the post.

Acting allowances

When a teacher is assigned and carries out duties of anyone in receipt of a TLR or SEN payment or on the leadership scales, they must be paid the equivalent salary to whoever has assigned them such duties. This will occur when the duties have been carried out for more than four weeks and be backdated to the day when such duties commenced. The acting allowance will come to an end only when the assigned duties have ceased.

Additional payments

The relevant body will make payments to a teacher, other than a headteacher, in respect of:

- a) continuing professional development undertaken outside the school day;
- b) activities relating to the provision of initial teacher training as part of the ordinary conduct of the school;
- c) participation in out-of-school hours learning activity agreed between the teacher and the headteacher; and
- d) additional responsibilities and activities due to, or in respect of, the provision of services relating to the raising of educational standards to one or more additional schools.

Recruitment and retention incentives and benefits

The relevant body can make payments or provide such other financial assistance, support or benefits to a teacher as it considers necessary as an incentive for the recruitment of new teachers and the retention of existing teachers. A salary advance scheme for a rental deposit may be one of a number of tools that schools may wish to consider using to support recruitment or retention.

The relevant body will make clear at the outset the expected duration of any such incentives and benefits, and the review date after which they may be withdrawn.

Salary sacrifice arrangements

The term 'salary sacrifice arrangement' means any arrangement under which the teacher gives up the right to receive part of the teacher's gross salary in return for the employer's agreement to provide a benefit-in-kind (exempt from income tax) under any of the following schemes:

- a) a child care voucher or other child care benefit scheme; and
- b) a cycle or cyclist's safety equipment scheme.

The salary values for all relevant teachers' pay ranges (including Main Pay Range, Upper Pay Range, Lead Practitioner, Leadership, Unqualified Teachers, TLRs, SEN, Allowances and Headteachers) must comply with the minimum expectations published on the NASUWT website at [NASUWT Pay Scales England](#)

School's to insert their staffing structure and their pay values here.