

Kenningtons Primary Academy

Pay & Personnel Committee

Terms of Reference 2024 / 2025



Members

Roger White (Chair of Committee)

Sarah Sayers

Jo Sawtell-Haynes

Nicole Mercer

Melanie Vasilakis

Jayne Shea (Observer)

The Pay & Personnel Committee shall consist of at least three named members of the Governing Body, none of whom shall be Associate Members.

Quorum

The quorum of the Committee will be 3 members.

Pay & Personnel

1. To determine and implement the Pay Policy for all Staff (excluding the Headteacher)
2. To advise the Governing Body / Finance, Audit and Premises Committee on current and future pay level.
3. To ratify appropriate salary ranges and starting salaries for members of the leadership group.
4. To ratify annual pay progression for teachers (by 31st October at the latest) and support staff as set out in the Pay Policy, taking account of any recommendations made on the Performance Management review statement, in accordance with the approved Pay Policy.
5. To approve applications to be paid on the Upper Pay Range.
6. To determine the application of national inflationary increases as required.
7. To monitor and report to the full Governing Body on the annual pattern of performance pay progression at each level and the correlation between pay progression, quality of teaching and outcomes for pupils.
8. To monitor and report to the Full Governing Body on Staff CPD.

Frequency

Twice a school year.