

SPS - Update

Move to Kent Range



Schools' Personnel Service

Move to Kent Range

Background

- Decision by KCC Members to transfer schools staff (including RCP's) to Kent Range with effect from 1 June 2011
- Notification of this decision communicated to schools/academies
- Staff on Kent Scheme received the relevant incremental increase/advanced box payment as at 1 April 2011
- Establishment prints sent to confirm salary position for all support staff as at 1 April 2011



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Transfer Process

- Community and Voluntary School staff automatically transferred to Kent Range
- Foundation Schools, Voluntary Aided Schools and Academies given the opportunity to transfer
- Those who don't transfer need to be aware that the Governing Body takes on the responsibility for maintaining it's own pay scales and undertaking consultation for future pay awards and any related changes



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Move to Kent Range

What does moving to Kent Range mean for staff?

- No longer paid on an incremental scale
- No more 6 monthly increments
- No more advanced box payments
- Pay Bands remain the same
- Minimum and Maximum salary values for each pay band remain in place and will only increase following a general award



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- **What does moving to Kent Range mean for staff?**
- Current salary point will assimilate across to same pay band but to a salary value (exactly the same full time annual amount as previously)
- e.g.
Employee on point 8 of Pay Band 3 = £14,523 per annum will transfer to a salary value of the same = £14,523 per annum within Pay Band 3 of Kent Range
- For TTO = e.g 25/37 hours – 301/365 days (43 weeks) = £8092.23 pro rata



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Move to Kent Range

What does moving to Kent Range mean for staff?

- Staff to be assessed against the new TCP ratings:
 - Not Assessed
 - Performance improvement required
 - Achieving required standard
 - Performing above required standard
 - Outstanding performance
- Each employee to receive an assessment level that will attract % increase
- Any % increase will be added to the current salary value or will be paid as a lump sum if at top of scale



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What does moving to Kent Range mean for staff?

- KCC Members will determine the % increase for each TCP rating
- Decision not likely to be made until mid to late February or later
- However, there is the ability to award your own % increase if you have transferred to Kent Range, as long as you maintain the main the principles of TCP
- General Award % will also be determined at this point, this will be paid in addition to any assessment level %
- Where a General Award % is applied this will increase the minimum and maximum salary values for each pay band
- Schools who adopt Kent Range must apply the General Award % as set by KCC Members



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What does moving to Kent Range mean for staff?

- Staff receive the total % increase to their salary value (as determined by their rating)

e.g. (1) (no General Award)

Employee on £14,523 receives achieved the required standard assessment which attracts 2% increase

New salary value = £14,813 and this will become the annual salary from 1 April

- For TTO = e.g 25/37 hours – 301/365 days (43 weeks) = £8253.81 pro rata



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What does moving to Kent Range mean for staff?

e.g. (2) (General Award applied)

Employee on £14,523 receives achieved the required standard assessment which attracts 2% increase

KCC members also agree a 1% General Award

3% increase to therefore be applied to the annual salary value

New salary value = £14,959 and this will become the annual salary from 1 April

- For TTO = e.g 25/37 hours – 301/365 days (43 weeks) = £8335.17 pro rata



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What does moving to Kent Range mean for staff?

- Staff at the top of the pay band will also be entitled to a lump sum payment equivalent to the % increase applied to their assessment rating

e.g. (3) (no general award % awarded)

Employee on £15,984 receives achieved the required standard assessment which attracts 2% increase

As there is no cost of living increase the annual salary value remains at £15,984, however a lump sum payment of £319.68* would be payable in the April

- For TTO = e.g 25/37 hours – 301/365 days (43 weeks) = £178.13* pro rata would be payable in April
- Subject to salary deductions



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What does moving to Kent Range mean for staff?

- What happens to an employee whose current salary is near the maximum salary value for the pay band and the % increase takes them above this?

e.g. (4) (no cost of living % awarded)

Employee on £15,750 receives achieved the required standard assessment which attracts 2% increase = £317

The maximum salary value for the pay band is £15,984, therefore the annual salary is increased by £234 and the new annual salary = £15,984 and the remaining £83* is paid as a lump sum payment

- For TTO = e.g 25/37 hours – 301/365 days (43 weeks) = £46.23* pro rata
- Subject to salary deductions



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TCP Process 2012

- Schools will be responsible for calculating the new salary values, however this will be possible via the new salary calculator that Finance provide
- SPS will take default position of 'achieving required standard'
- Schools/Academies utilising SPS services will be asked to provide a list of those staff who fall outside the default position (exceptions)
- Those schools not applying their performance award from 1 April will need to notify SPS that all of their staff are 'exceptions' to ensure no change is made to salaries
- Process for notification of exceptions will be possible via a report generated from finance salary calculator



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TCP Process 2012

- Schools/Academies utilising SPS services will also be asked to indicate whether or not they will be applying KCC or their own % increases
- Deadline for this and any exceptions will be 25 February 2012
- SPS will write again in early March once KCC % awards are known and % increases will be applied accordingly
- Those schools not applying KCC % awards as previously notified to SPS will be asked to provide their individual % awards by 16 March 2012
- Salary values will need to be updated manually within SIMS and salary allowances updated as necessary



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