

1. Name of the change, strategy, project or policy:		Whole School Pay Policy	
2. Name of person completing this form:		Schools HR Service	
3. Has the policy/practice been assessed to consider any negative impact on the key groups?			
Yes. The framework is based upon the 2018 School Teachers Pay and Conditions Document and accompanying statutory guidance & NJC "Green Book" Terms/Conditions			
4. Where negative impact has been identified, please complete questions 5-9, if none is identified, please sign and proceed to question 9.			
Equality Target Group (circle):	Negative impact – it could disadvantage	Reason/Mitigation against impact	
Race	No evidence of Impact	Salary increases are based on performance related pay linked to a number of annual assessments to be determined by the individual school. Criteria used by schools will need to be objective in order to ensure that pay decisions are not biased.	
Religion/belief	No evidence of Impact		
Gender	Possible impact	Provision has been made to avoid any bias relating to gender/pregnancy/maternity and disability, by allowing individuals who are absent and who have missed a performance review, to submit a statement and accompanying evidence, or through use of previous year's data.	
Disability	Possible impact	As Above	
Sexual Orientation	Possible impact	As Above	
Age	Possible	Provision has been made to avoid potential for impact upon new starters/NQT's (which are predominantly younger members of staff) as it will take longer to reach the top of the current scale through applications for movement to UPR being linked to evidence rather than length of service.	
5		Yes	No
Is the impact legal/lawful? Seek advice from your School link HR Partner if necessary.		Yes	
Is the impact intended?			No
6 Could you minimise or improve any negative impact? Use the space below to detail how.			
Additional flexibility exists to advance progression on performance thereby minimising any age related link to pay. There is also additional flexibility to disregard absence linked to gender and disability in any such decisions linked to pay. (see above regarding opportunity to submit statement and evidence where a performance review has been missed)			
7 Is it possible to consider a different policy/strategy/action, which still achieves your aim, but avoids any adverse impact on equality?			
No: The pay policy framework reflects statutory arrangements set by Parliament			

8. In light of all the information detailed in this form; what practical actions would you take to reduce or remove any adverse / negative impact?

*see above regarding option to submit statement and evidence and use of previous data.
Recommending mid year/periodic reviews to allow individuals the opportunity to discuss problems with performance during the year, and therefore opportunity to have an input into their end of year pay decision.*

PART B) To be completed when assessment and consultation has been carried out

9a) As a result of the assessment and consultation completed in Part A above, state whether there will need to be any changes made to the policy, project or planned action.

9b) As a result of this assessment and consultation, does the school need to commission specific research on this issue or carry out monitoring/data collection?

Governing Bodies hold records regarding decisions relating to pay progression/awards to allow ongoing monitoring against target groups. The policy is also reviewed annually by each governing body

9) Have you set up a monitoring/evaluation/review process to check the successful implementation of the policy, project or change?	Yes	<input checked="" type="checkbox"/>	No	As described above
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