

Brunel Pay Policy

AREA:	PEOPLE SERVICES
AUDIENCE:	ALL EMPLOYEES
REVIEW FREQUENCY:	1 YEAR
DATE ISSUED:	22 NOVEMBER 2024
LAST REVIEW DATE:	JUNE 2026
NEXT REVIEW DATE:	JUNE 2027
OWNED & REVIEWED BY:	HEAD OF PEOPLE SERVICES
APPROVED BY:	CHAIR OF BAT BOARD OF TRUSTEES / PEOPLE COMMITTEE
APPROVAL DATE:	17.06.2026

Brunel Academies Trust (BAT) is a company limited by guarantee with registration number 10074054 and registered offices at Unit B4C Orbital Retail Park, Thamesdown Drive, Swindon, SN25 4AN; BAT is the parent company and Sole Corporate Member of the subsidiary company Brunel Education (BE). Brunel Education is a charitable company limited by guarantee with registration number 11991915, registered with the Charities Commission of England Wales (Charity Number 1214820) and with registered offices at Unit B4C Orbital Retail Park, Thamesdown Drive, Swindon, SN25 4AN.

Tier 1 policies are centrally held policies relating to Education, Governance, People Services, Finance, ICT and Operations and are the direct responsibility of BAT. Tier 1 policies are created by the BAT Central Services Team but adopted and reviewed by the BAT Board.

We are committed to a sustainable future and to improving the social, economic, and environmental well-being of the community. We are dedicated to environmental improvements that foster a sustainable future and lead to social and economical improvements in the communities we operate within.

Amendments to policy		
Date	Section	Amendment
01 September 2026	11	Pay Progression for Non-Statutory Leave

Contents

1. Scope and purpose	2
2. Basic principles	2
3. Statutory compliance	2
4. Confidentiality.....	3
5. Equality in the application of pay decisions	3
6. Job descriptions and person specifications	3
7. Job evaluation	3
8. Safeguarding salary	4
9. Keeping In Touch (KIT) days.....	4
10. Setting and reviewing pay	5
11. Pay progression - Support employees	5
13. Honorariums.....	6
14. Unqualified Teachers	6
15. Early Career Teachers (ECT).....	7
16. Qualified Teachers.....	7
17. Post Threshold Teachers (Upper Pay Scale).....	7
18. Teaching and Learning Responsibility (TLR) payments	8

19.	Special Educational Needs (SEN) allowances.....	9
20.	Part-time teachers.....	9
21.	Continuing Professional Development (CPD).....	9
22.	Out-of-school learning activities	9
23.	Recruitment and Retention allowances	10
24.	Payment for teachers undertaking additional professional work	10
25.	Short term/Supply teachers	11
26.	Senior Leadership	11
27.	Appeals Procedure	12
Appendix 1 – Teaching and Support pay scales 2025-2026		13
Appendix 2 – BAT Provisions Group Tables		17
Appendix 3 - UPS Progression Process.....		18

Previous Amendments to policy		
Date	Section	Amendment
February 2025	16	UPS application process clarified.
August 2025	12	Addition of section related to the career progression of Teaching Assistants
		Addition of Pro Rata TRL Payments
	Appendices	Removal of performance management flow charts. Pay scales updated.

1. Scope and purpose

1.1. This document provides advice and guidance on the pay and grading of all Brunel Academies Trust (BAT). Please note that this policy complies with the statutory provisions of the School Teachers' Pay and Conditions Document (STPCD) for the relevant academic year (01 September through to 31 August) and The Burgundy Book. For support employees, the Green Book is generally followed as the basis for pay and conditions, although the Trust is not contractually bound by its terms in all cases. A copy of the STPCD and the Green Book can be found online at:

- [School teachers' pay and conditions document - GOV.UK](#)
- [The Green Book - National agreement on pay and conditions -](#)
- [The Burgundy Book](#)

2. Basic principles

2.1. All BAT employees are valued and should receive proper recognition and remuneration for their work and contribution. This policy ensures that the pay and grading of jobs is fair and non-discriminatory and complies with the Equality Act 2010 and the Equality and Human Rights Commission (EHRC) Statutory Code of Practice on equal pay ([Equal pay: Code of Practice | EHRC](#)). It also provides a pay framework which allows BAT to compete effectively with other employers in the local area and recognise skills and experience.

2.2. In adopting this policy, the aim is to:

- Support the recruitment, retention, and reward employees appropriately
- Ensure equality and parity across the Trust, ensuring equal pay for equal work.

3. Statutory compliance

3.1. All pay-related decisions are made in compliance with the Equality Act 2010, the EHRC Statutory Code of Practice on equal pay, the Employment Relations Acts of 1996, 1999 and 2002, and the Agency Worker Regulations 2010.

- 3.2. Any significant amendments to this policy are discussed and agreed with the BAT Board in consultation with all key stakeholders, including Provision employees, Local Governing Committees (LGCs) or equivalent, and trade union representatives.
- 3.3. This Pay Policy and the particular post within the employee structure will be referred to when making pay decisions. Each employee is provided with a job description identifying key areas of responsibility and these are reviewed from time to time to reflect the needs of BAT.

4. Confidentiality

- 4.1. All matters in relation to the pay of individuals are confidential and copies of salary statements and salaries are held securely by People Services. The individual employee has the right to request access to their employee file and any records relating to their pay. All employee salaries are treated in the strictest of confidence and therefore should not be discussed with other employees.

5. Equality in the application of pay decisions

- 5.1. The BAT Board will ensure that all pay-related processes are open, transparent, and fair, and will comply with this policy.
- 5.2. The BAT Board will annually monitor the outcomes of pay decisions, including the extent to which different groups of employees may progress at different rates, ensuring continued compliance with equality legislation.

Starting Salaries

All new appointments both internally and externally will start at the bottom of the bottom of the grade for the role. In cases where a candidate is currently paid above the minimum of the salary scale they will be match to the nearest salary point within the grade.

6. Job descriptions and person specifications

- 6.1. BAT provides job descriptions for all employees. Job descriptions and person specifications will be in place at the time of appointment and are reviewed regularly as part of the annual appraisal cycle to check that they are still appropriate. Any changes will be made in consultation with the employee. Job descriptions identify key areas of responsibility and line management structures. Job descriptions for new posts are evaluated prior to advertisement to determine the correct grade. Person specification details the relevant qualification / experience related to the roles and responsibilities.

7. Job evaluation

- 7.1. Job evaluation will be carried out on posts for a number of reasons including when posts are newly created or vacant, as a part of a restructuring exercise, or when it is considered that the duties of the post have changed since it was last evaluated (re-evaluation).
- 7.2. Job evaluation is necessary to determine the appropriate level of remuneration as a fair reflection of the duties and responsibilities of the job. Job evaluation also helps to ensure that the pay and grading of similar posts across BAT are consistent and establishes the extent to which there is comparable work between jobs, so that equal pay can be provided for work of equal value. Job evaluation is an evaluation of the duties that are required, not the person.
- 7.3. There are several generic job descriptions covering a wide range of roles within BAT. These posts have been evaluated using the job evaluation scheme and it is expected that most posts within BAT will be in accordance with these generic job descriptions.

- 7.4.** There may be occasions when the duties and responsibilities undertaken or required fall outside these generic roles or when a job changes substantially in terms of the duties and responsibilities and in these instances the role will be evaluated accordingly. Where there is a post holder in place, this will be in consultation with them.
- 7.5.** Job evaluation is not used to recognise temporary additional duties where employees act up in the absence of more senior employees. Temporary responsibility and honorarium payments can be used for this purpose.
- 7.6.** Re-evaluation of existing posts may only occur where it is considered that there has been a significant change in the duties and/or responsibilities since the previous evaluation, or it is perceived that a comparator post is graded higher, and the employee has identified the job title and location of that comparator post. If there has been a change in grade following a job evaluation this can be backdated for a maximum of 4 weeks.

8. Safeguarding salary

- 8.1.** For employees who are re-deployed to a lower-level job due to restructuring, their new substantive level of pay will be to the top of the new BAT pay scale.
- 8.2.** For support employees, pay protection will apply from one year from the date of appointment and will be applied as follows:
- If the new grade is one level below the old grade, then salary will be protected at the current level.
 - If the new grade is more than one level below the old grade, then salary will be protected to a level relevant to one grade above the new grade. This will be at the top of the applicable BAT grade.
- 8.3.** For teaching employees, salary safeguarding will be paid to eligible teachers under the provisions of the STPCD. Where a member of teaching staff is redeployed to another teaching post, their salary, including allowances, will be safeguarded for three years from the below 'relevant dates'.

Date decision taken	Safeguarding starts
1 January – 31 March	1 April
1 April – 31 August	1 September
1 September – 31 December	1 January

- 8.4.** Where the teacher is in receipt of salary safeguarding which exceeds a total of £500, BAT will allocate appropriate and additional responsibilities commensurate with the safeguarded sum for the period of the safeguarding. If the teacher unreasonably refuses to carry out such additional duties BAT will give the teacher written notice of its intention to withdraw the safeguarding salary payment.
- 8.5.** Employees on pay protection will not receive pay progression whilst receiving pay for the higher grade. Should the substantive pay for the role increase such that it matches or overtakes the higher grade, the period of pay protection will cease.

9. Keeping In Touch (KIT) days

- 9.1.** Maternity regulations (The Maternity and Parental Leave etc. Regulations 1999) allow for employees to work during their maternity or adoption leave for a maximum of 10 days where this has been agreed by the HoP and the employee. Remuneration for attendance at work or on training days will be calculated on an hourly basis. Any Statutory Maternity Pay received for that day will be offset against the above.

- 9.2.** The Shared Parental Leave Regulations 2014 also provide for up to 20 additional 'SPLIT' days where this has been agreed by the HoP and employee. Remuneration for attendance at work for SPLIT days will be as outlined in clause 9.1.

10. Setting and reviewing pay

- 10.1.** Prior to starting employment, any job offer is confirmed in writing, which gives details of the salary and any allowances payable.
- 10.2.** BAT will review all employee salaries for the new academic year, as part of the annual increment process, in term 6 of the current year.
- 10.3.** Any salary amendments will be awarded from 1st September and no later than 31st December, and a formal statement stating individual salary will be issued by the end of term three. Reviews may take place at other times of the year to reflect any changes in circumstances or job description that affect the structure.
- 10.4.** Employees should discuss any discrepancy in pay with their line manager, informally in the first instance. If it becomes evident that an employee has been overpaid then arrangements should be made to repay the sum. In all cases a suitable repayment plan should be first agreed with the employee before money is reclaimed. If the pay matter remains unresolved the BAT's grievance procedure could, if necessary, be followed.

11. Pay Progression – Non-Statutory Leave

- 11.1.** An employee who is on an approved sabbatical or career break and returns to work on or after 1st April in the academic year preceding the annual pay determination, will not be eligible for pay progression with effect from 1 September of that year. The employee will be considered for pay progression at the next annual pay review in accordance with this Pay Policy.

12. Pay progression - Support employees

- 12.1.** Employees must be in post a minimum of five months before they can receive their annual increment, therefore new employees starting after 1st April each year will not be granted an increment in the first September of their employment. This will not be backdated or calculated as pro-rata once the employee has reached the requisite service.
- 12.2.** Once an employee has reached the top of their pay scale, there is no automatic movement between BAT pay grades. Individuals wishing to undertake a higher graded role will need to apply for a post at that level when a suitable vacancy exists, following BAT's recruitment process.
- 12.3.** The BAT Board reserve the right to make decisions whether the cost of living increase can be sustained, when reviewing yearly budgets.

13. Teaching Assistant career progression

- 13.1.** The below table sets out the levels of Teaching Assistant roles, summarising typical responsibilities and expectations at each stage. Further information is included in the job description for each role.

Role	Grade	Description
Support Assistant	A	Entry level role. Assists Teachers and Teaching Assistants with teaching and learning activities, pupil monitoring, and classroom support.
Teaching Assistant	B	Assists Teachers with teaching and learning activities, pupil monitoring and classroom organisation. Can lead a class or small group in a short period of the teacher's absence.
Senior Teaching Assistant	C	Provides tailored support, plans and delivers teaching and learning activities for individuals, groups, and the whole class under direction of a qualified Teacher.
Senior Teaching Assistant Plus (temporary role until 31/8/29)	D	Delivers and plans teaching and learning activities for the whole class under direction of a qualified Teacher.
Trainee Teacher	UQT	Teaching Assistants can progress to become a Trainee Teacher however they must be on a recognised teacher training route and have GCSE English and Maths Delivers and plans teaching and learning activities for the whole class ratified by a qualified Teacher.

13.2. Progression between levels is based on organisational need, individual performance, and suitability for the role (i.e. qualification); it is not automatic or guaranteed.

14. Honorariums

14.1. Honorariums are a higher duty payment which is payable only where an employee takes on the duties and responsibilities of a higher graded post for a continuous period of at least four weeks. This may occur as a result of:

- Temporarily filling a post until a substantive appointment can be made.
- Filling a key post while another employee is on maternity leave.
- Filling a key post to cover long term sickness absence.
- Filling posts due to other temporary extended leave arrangements e.g. secondments.

14.2. It is not appropriate to use higher duty payments as a means for covering annual leave. An honorarium payment may be granted in the following circumstances:

- Where an employee undertakes a significant proportion of higher-level duties and responsibilities outside the scope of their normal post for a limited period of time.
- Shared responsibility with more than one employee undertaking a specific and or separate part of a wider role which has been evaluated as having higher level duties.
- Where an employee undertakes work from a different job in addition to their own role, with no additional employee resource, and that work is evaluated on the same band.

14.3. An honorarium will not usually be paid where additional work is undertaken which is of a like nature to the individual's existing job description.

15. Unqualified Teachers

15.1. BAT will pay an unqualified teacher in accordance with paragraph 17.1 of the School Teachers Pay and Conditions Document (STPCD). BAT will appoint to the minimum of the scale unless the teacher has relevant qualifications or experience that warrants their appointment to a higher point. BAT may determine an additional award where:

- The teacher has taken on a sustained additional responsibility which is focussed on teaching and learning and requires the exercise of a teachers' professional skills and judgement.
- The teacher has qualifications or experience which bring added value to the role they are undertaking.

15.2. For pay determinations from 1 September, BAT will use the scale points highlighted in STPCD.

16. Early Career Teachers (ECT)

16.1. Early Career Teachers in their first year will normally be paid on the minimum of the Main Pay Range however, BAT may use discretion to award a higher point to reflect any relevant experience.

17. Qualified Teachers

17.1. BAT will determine the starting salary of a vacant teacher post on the main pay range or upper pay range, in line with the STPCD.

18. Post Threshold Teachers (Upper Pay Scale)

18.1. Any qualified teacher can apply to be paid on the Upper Pay Scale (UPS).

18.2. To successfully progress to/through UPS, they are required to meet the criteria set out in the STPCD that:

- They are highly competent in all elements of the teaching standards; and,
- Their achievements and contribution to the Provision are substantial and sustained.

18.3. Within BAT, this means that the teacher has consistently:

- Demonstrated that they meet all teaching standards, both in terms of teaching, personal, and professional conduct, over a sustained period.
- Been assessed as meeting their performance management objectives over a sustained period and in addition, that teaching, learning and assessment has been rated as good overall, with some outstanding, over a sustained period.
- Demonstrated over a sustained period an ability to support some CYP to exceed expected levels of progress/achievement.
- Taken responsibility for identifying and meeting their own professional development needs and used their learning to improve their own practice and CYPs' learning.
- Demonstrated that they have made an impact on the Provision beyond their own class/group(s) over a sustained period.

18.4. Full guidance on what this might include can be found in the Guidance Document for Applications to/through the Upper Pay Scale. See Appendix 7 Please contact the Trust CPD Lead for the UPS application process, form, and guidance document.

18.5. Highly competent means: The teacher's performance is assessed as having excellent depth and breadth of knowledge, skills and understanding of the Teachers' Standards and in the particular role they are fulfilling and the context in which they are working. Their performance is not only good but also 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 provision, in order to help them meet the relevant standards and develop their teaching practice.

18.6. Substantial means: The teacher's achievements and contribution to the Provision are significant, not just in raising standards of teaching and learning in their own classroom but also in making a significant wider contribution. Contributions:

- re of real importance, validity, or value to the provision or Trust.
- play a critical role in the life of the provision.
- provide a role model for teaching and learning.
- play a key role in raising student standards.
- takes advantage of appropriate opportunities for professional development.
- use outcomes effectively to improve students learning.

18.7. Sustained means: The teacher must have had two consecutive successful appraisal reports and have made good progress towards their objectives; they will have been expected to have shown that their teaching expertise has grown over the relevant period and is consistently good to outstanding.

18.8. Where a Post Threshold Teacher no longer wishes to commit to the level of whole-school or Trust impact that is required of their grade, they may wish to move back to point six on the Main Pay Scale. In this case, the teacher must express this in writing to their HoP.

19. Teaching and Learning Responsibility (TLR) payments

19.1. TLRs are only payable to qualified teachers and are either paid within the TLR1, TLR2, or TLR3 range as detailed in the pay scales in Appendix 1.

19.2. A TLR payment may be awarded to a teacher for undertaking a sustained additional responsibility in the context of the Provision's employee structure for the purpose of ensuring the continued delivery of high-quality teaching and learning for which they are made accountable.

19.3. Before awarding a TLR, BAT must be satisfied that the teacher's duties include a significant responsibility that is not required of all teachers, and that:

- Is focused on teaching and learning.
- Requires the exercise of a teacher's professional skills and judgement.
- Requires the teacher to lead, manage and develop a subject or curriculum area; or to lead and manage CYP development across the curriculum.
- Has an impact on the educational progress of CYP other than the teacher's assigned classes or groups of CYP.
- Involves leading, developing and enhancing the teaching practice of other employees.
- Before awarding a TLR1, BAT must also be satisfied that the 'significant responsibility' referred to above includes additional line management responsibility for a significant number of people.

19.4. TLR3 payments may only be awarded for a fixed-term period. BAT must be satisfied that the responsibilities meet the criteria set out in STPCD paragraph 20.4 and that they are awarded for delivery of a significant responsibility. Such responsibility must be time-limited and in relation to the provision's improvement or a one-off externally driven project. Where the responsibilities are permanent or a structural requirement, a TLR 1 or 2 should be considered.

19.5. BAT will determine what projects should attract a TLR3 Allowance and the value of those allowances having regard to the context, nature, and complexity of the responsibility.

19.6. A recommendation to award a temporary TLR payment will be discussed with the appropriate employee. BAT may invite teachers to express interest in relevant projects and will allocate TLR3s on the basis of an assessment, through professional dialogue, of which teacher has the relevant skills and knowledge required for the specific project.

19.7 The changes to Teaching and Learning Responsibility (TLR) payments, effective from September 2025, will no longer require TLRs to be pro-rated in line with the contracted hours for part-time teachers. Instead, the value of any existing or new TLR1 or TLR2 payment may be

based on the proportion of responsibility undertaken, that is, the proportion of the full-time responsibility. This means that a part-time teacher could be paid 100% of the TLR if they agree, by mutual consent, that they will fulfil all the job requirements, or a full-time teacher could be awarded a part-time TLR as part of a job share. These changes will become a requirement from September 2026, so schools will need to consider the impact of this so that they are in a position to implement the new requirements from 1 September 2026.

20. Special Educational Needs (SEN) allowances

20.1. A SEN allowance will be paid in line with the STPCD. Where a SEN allowance is paid, the spot value will be determined by taking account of the Provision's SEN needs and:

- whether there are any mandatory qualifications required for the job
- the qualifications and/or expertise of the teacher relevant to the post; and
- the relevant demands of the post.

21. Part-time teachers

21.1. Teachers who work less than a full day or week are deemed to be part-time. The proportion of full-time will be calculated in accordance with the STPCD as follows:

$$\frac{\text{Teacher's timetabled teaching time}}{\text{Provision's timetabled teaching time}} = \text{part-time percentage}$$

21.2. Part-time teachers will be expected to work a corresponding proportion of directed time and will receive a corresponding proportion of a full-time salary.

21.3. The salary and any allowances, except for TLR3s, of a part time teacher will be determined in accordance with the pro rata principle.

22. Continuing Professional Development (CPD)

22.1. Employees other than the HoP who undertake approved continuing professional development outside of their normal working hours, for example at the weekend or in the provision closure periods, will be entitled to an additional payment. This must be relevant to their job role and approved by their line manager before the CPD is completed.

22.2. For part time teachers, this may be at times during the term when they do not normally work if they have exceeded their contractual hours of directed time.

22.3. For teachers, the daily payment will be calculated by dividing their main scale salary by 195. Any part day or hourly payment will be based on the daily rate divided by 6.5. For support employees, overtime will be paid at the hourly rate of the reflective role.

23. Out-of-school learning activities

23.1. Teachers other than the HoP who voluntarily undertake approved learning activities outside of normal Provision hours and whose salary range does not take account of such activity may be entitled to an additional payment. This will be payable once the annual hours exceed the 1265 hours of directed time per year where directed time does not include planning, preparation and assessment time as described in the STPCD. For part time teachers this may be at times during the term when they do not normally work if they have exceeded their contractual hours of directed time.

23.2. The daily payment will be calculated by dividing their annual salary by 195. Any part day or hourly payment will be based on the daily rate divided by 6.5.

23.3. BAT will formally authorise any agreement for a teacher, other than the HoP, to provide services relating to the raising of standards in one or more other provision. Where such an agreement is authorised, BAT will determine, what, if any, proportion will be paid to the teacher and/or other employee, of additional income received by the provision as part of the agreement. Any such payments will be temporary with no entitlement to safeguarding when they cease.

23.4. Teachers other than HoPs who voluntarily undertake additional provision-based activities with student teachers on initial teacher training activities will be entitled to a payment determined by the HoP per year as an allowance for this additional work. This will only be payable when these activities are additional to their normal teaching and management duties. Samples of likely activities are:

- Supervising and observing teaching practice.
- Running seminars or tutorials.
- Formally assessing CYP competence.
- Planning and preparing materials for an ITT course.

23.5. Teachers who perform initial teacher training duties which are not part of the ordinary running of the provision will be given separate non-teaching contracts of employment to cover areas of work that are not part of their teaching job. Areas of work that will attract a payment will include:

- Managing and co-ordinating the provisions' programme of support for teachers training at the Provision and other local provisions.
- Management of the budget and application for grant aid to support the provisions work with those teachers who are training in-house for QTS.
- Liaising with the awarding body for QTS in relation to quality of provision at provision level.

24. Recruitment and Retention allowances

24.1. All teachers can be awarded recruitment and retention payments when it is demonstrated that recruiting and retaining employees in particular posts is causing difficulty and/or where there is a difficulty recruiting employees in particular subject areas or types of provisions within the locality.

24.2. Any recruitment and retention payments and the costs of the relocation and mortgage subsidy schemes are funded by the provision budget, with sign off from the Director of People and Culture. Funding must be identified and planned for prior to any offer being made to employees or to a new employee.

24.3. Payments should only be made for recruitment and retention purposes and not for carrying out specific responsibilities or to supplement pay for other reasons. BAT will review the level of the payment/benefit annually. In some cases, the recruitment and retention allowance may be made for a fixed term period.

24.4. This payment does not apply to HoPs other than as reimbursement of reasonably incurred housing or relocation costs. All other recruitment and retention considerations in relation to a HoP will be taken into account when determining the HoP salary range.

25. Payment for teachers undertaking additional professional work

25.1. Any absence from the provision for work of this kind must be formally authorised by BAT in relation to a HoP or the HoP in relation to other teachers.

25.2. When agreeing to release employees to undertake such work, BAT or the HoP must consider:

- The needs of BAT/the provision and its CYP.
- The benefits that the activity would bring to BAT/the provision.
- The impact of other employees, including their workload.

- The workload and work/life balance of the individual.

25.3. In the case of teachers undertaking additional work in their own time, for example exam marking, the teacher will be paid directly for the work done. For work undertaken during the provision time, for example moderation work, the provision must be reimbursed for any supply cover costs.

25.4. Any service provided by the HoP of one provision to another provision must be directed by the Chief Executive Officer (CEO) and where the work extends over more than a twelve-month period, the agreement of BAT must be formally reviewed annually or sooner if appropriate. BAT Board should also agree arrangements for terminating such work.

25.5. Consideration should be given to the remuneration of other teachers who as a result of a HoPs temporary additional role are taking on additional responsibilities and activities. BAT should consider the appropriate use of temporary payments e.g. a Deputy Headteacher may be awarded a temporary increase on their pay range, or a teacher awarded a TLR3 payment.

26. Short term/Supply teachers

26.1. Teachers employed for a full day must be paid at a daily rate of 1/195 of their annual salary. For periods of less than a day they must be paid on an hourly rate of 1/1265 of their annual salary.

26.2. With effect from 1 September 2026 all agency staff should be recruited in accordance with the GAD framework and suppliers must be listed on the Government Scheme Brunel has adopted to use the LOT 1 short order arrangement. HoP must ensure that a short order form is completed prior to the commencement of the contract.

27. Senior Leadership

27.1. BAT will determine the pay range for the senior leaders within each provision when they propose to make a new appointment or at any time their responsibilities have significantly changed.

27.2. When determining the HoP pay range BAT must take into account all the permanent responsibilities of the role, any challenges that are specific to the role and all other relevant considerations.

27.3. BAT will calculate provision group size in accordance with the STPCD and agree a HoP 5-point pay range within this group. Leadership pay scales by group size are detailed in the STPCD. The BAT Board will award a 5-point scale for Deputy/Assistant Headteacher in consultation with the HoP and LGC. BAT will review the group size of each provision annually.

27.4. Pay ranges for HoPs should not exceed the maximum of the HoP group. However, in exceptional circumstances the HoP pay range may exceed the maximum where BAT determines that circumstances specific to the role or candidate warrant a higher than normal payment. BAT must ensure that the maximum of the HoPs pay range, and any additional payments, does not exceed the maximum of the Headteacher group by more than 25% unless in exceptional circumstances and were supported by a business case.

27.5. Where BAT has exercised this discretion, the maximum of the Deputy or Assistant Headteacher pay range must not exceed the maximum of the HoP group for the provision.

27.6. BAT may determine that discretionary payments be made to a HoP for any temporary responsibilities or duties that are in addition to the post for which their salary has been determined. The total sum of the discretionary payments made to a HoP in any school year must not exceed 25% of their annual salary.

27.7. In accordance with the STPCD, no other additional allowances may be paid to HoPs.

27.8. When a HoP is appointed as a HoP of more than one provision on a permanent basis BAT must calculate the HoP group size by the application of the total unit score of all the provisions for which they are responsible.

28. Appeals Procedure

28.1. An appeal can be submitted by an employee in relation to their pay on one of the following grounds:

- BAT has incorrectly applied the pay policy.
- BAT has failed to have proper regard for statutory guidance.
- BAT has failed to consider the performance reviewers recommendations for pay progression.
- BAT has failed to take proper account of relevant evidence.
- BAT took account of irrelevant or inaccurate evidence.
- BAT was inconsistent in approach to applying the pay policy or otherwise unlawfully discriminated against the employee.

28.2. For details on how to appeal, please see BAT's Appeal Policy at www.brunel.org.uk/policies.

This policy has been approved by the People Committee and adopted by the BAT Board of Trustees. The policy will be reviewed every year or earlier if change to legislation.

Signed on behalf of the BAT Board of Trustees:

Signed:



CEO

Signed:



Chair of BAT Board

Date: 17.06.2026

Appendix list

Appendix	Document
1	Teaching and Support pay scales 2026-2027
2	BAT Provisions Group Tables
3	Upper pay scale progression policy

Appendix 1 – Teaching and Support pay scales 2026-2027

1. Support pay scales

Grade	Point	Spine Point	Sep-26	Hourly	Casual
A	1	3	£25,752	£13.35	£14.96
	2	4	£26,184	£13.57	£15.21
	3	5	£26,599	£13.79	£15.45
	4	6	£26,995	£13.99	£15.68
	5	7	£27,299	£14.15	£15.86
B	1	8	£27,401	£14.20	£15.92
	2	9	£28,046	£14.54	£16.29
	3	10	£28,685	£14.87	£16.66
	4	11	£29,692	£15.39	£17.25
	5	12	£30,677	£15.90	£17.82
C	1	13	£31,135	£16.14	£18.09
	2	14	£32,169	£16.67	£18.69
	3	15	£33,201	£17.21	£19.29
	4	16	£34,234	£17.74	£19.89
	5	17	£35,268	£18.28	£20.49
D	1	18	£35,821	£18.57	£20.81
	2	19	£36,870	£19.11	£21.42
	3	20	£37,919	£19.65	£22.03
	4	21	£38,966	£20.20	£22.63
	5	22	£40,014	£20.74	£23.24
E	1	23	£40,998	£21.25	£23.82
	2	24	£42,092	£21.82	£24.45
	3	25	£43,185	£22.38	£25.09
	4	26	£44,277	£22.95	£25.72
	5	27	£45,369	£23.52	£26.35
F	1	28	£46,462	£24.08	£26.99
	2	29	£47,555	£24.65	£27.62
	3	30	£48,648	£25.22	£28.26
	4	31	£49,742	£25.78	£28.89
	5	32	£50,834	£26.35	£29.53
G	1	33	£53,348	£27.65	£30.99
	2	34	£54,550	£28.27	£31.69
	3	35	£55,752	£28.90	£32.39
	4	36	£56,954	£29.52	£33.08
	5	37	£58,156	£30.14	£33.78

2. Apprenticeship pay scales

Age	Point	Sep-26	Hourly
16-22	1	£22,934	£11.89
23+	2	£24,080	£12.48

3. Unqualified teacher pay scales

Point	Sep-26
UQ1	£23,732
UQ2	£26,075
UQ3	£28,758
UQ4	£31,124
UQ5	£33,811
UQ6	£36,494

4. Teaching main pay scales

Point	Sep-26
M1	£34,069
M2	£36,042
M3	£38,400
M4	£40,941
M5	£43,529
M6	£46,940

5. Teaching upper pay scales

Point	Sep-26
UPS1	£49,134
UPS2	£50,956
UPS3	£52,835

6. Teaching and Learning Responsibility (TLR) payments

Allowance	2026	Monthly Gross
TLR1A	£10,531.00	£877.58
TLR1B	£17,819.00	£1,484.92
TLR2A	£3,651.00	£304.25
TLR2B	£6,250.65	£520.89
TLR3	£3,600.00	£300.00

7. SEN payments

Allowance	2026	Monthly
SEN1	£2,885.00	£240.42
SEN2	£5,690.00	£474.17

8. Leadership pay scales

Point	Sep-26
L1	£53,586
L2	£54,927
L3	£56,298
L4	£57,699
L5	£59,137
L6	£60,619
L7	£62,251
L8	£63,688
L9	£65,278
L10	£66,956
L11	£68,691
L12	£70,275
L13	£72,032
L14	£73,827
L15	£75,664
L16	£77,676
L17	£79,460
L18	£81,457
L19	£83,478
L20	£85,547
L21	£87,664
L22	£89,842
L23	£92,065
L24	£94,349
L25	£96,694
L26	£99,086
L27	£101,540
L28	£104,059
L29	£106,637
L30	£109,291
L31	£111,990
L32	£114,774

L33	£117,624
L34	£120,532
L35	£123,528
L36	£126,587
L37	£129,733
L38	£132,943
L39	£136,184
L40	£139,581
L41	£143,069
L42	£146,653
L43	£148,829
L44	£154,066
L45	£157,919
L46	£161,866
L47	£165,913
L48	£170,060
L49	£174,312
L50	£178,669
L51	£183,137
L52	£187,714
L53	£192,407
L54	£197,218
L55	£209,223
L56	£207,202
L57	£212,382

Appendix 2 – BAT Provisions Group Tables

HoP Salary Groups and Spine Points

Points Range	Sep-26
L6 - L18	£60,619 - £80,652
L8 - L21	£63,688 - £86,796
L11 - L24	£68,691 - £93,414
L14 - L27	£73,827 - £100,536
L18 - L31	£81,457 - £110,881
L21 - L35	£87,664 - £122,305
L24 - L39	£94,349 - £134,834
L28 - L43	£104,059 - £148,829

Provision Group Sizes

Brunel Education Provision	Group Size
Brightlands	8
The Chalet	4
Churchward	6
Exeter House	7
St Marks	3
Westlea	3
Wyndham	2