



Terms of Reference – Pay Committee

Reports to

- Full Governing Body

Remit

- Monitor school compliance with Pay Policy and Appraisal Procedure
- Receive and approve the Headteacher's recommendations from the outcomes of staff appraisals
- Report outcomes and any arising issues to the Resources Committee and Governing Body
- Oversee the connections between the staff appraisal process and the School Improvement Plan
- The remit of this committee covers staff employed directly by the school but does not cover agency staff bought in from a third party provider.

Meeting frequency

- Twice yearly, once after each appraisal period (October for teaching staff and April for support staff)

Reporting mechanism

- Minutes of the Pay Committee meetings are to be supplied with supporting papers (with due respect for confidentiality) to the next Resources Committee and Governing Body meetings.

These Terms of Reference were agreed by the Governing Body on 02.10.2024 and are reviewed annually.