



SURREY

Tel: 020 8541 7891

HR&OD
Business Services
County Hall
Penryhn Road
Kingston-upon-Thames
Surrey KT1 2BH

22 June 2018

Dear Head/Bursar/School Business Manager

Phase 2: Schools Reward Review 2018/2019

Following the successful completion of Phase 1 of the Surrey Pay Reward Review which launched job families and an appraisal policy, we have commenced plans for the completion of Phase 2: schools reward programme.

The purpose of the schools reward programme is to align schools' to non-schools policies as far as practicable. We are aiming to complete Phase 2 by April 2019. As our success in this programme of work is dependent on your insight and partnership, we look forward to working closely with you to achieve our shared objectives.

As previously agreed at the Schools Forum, Phase 2 will cover the following Surrey Pay policy areas;

Schools support staff

- On-call
- Sick pay
- Car user lump sum
- Recognition scheme
- Schools lettings arrangements
- Pay enhancement for unsocial hours working
- Annual leave changes
- Pay progression (pay model)
 - Linking pay to performance
 - Pay year start date review
- Align schools and non-schools Surrey Pay bands

Teachers

- Review local discretion on Car user lump sum

We have recommissioned project governance and support groups to facilitate delivery of the programme, the terms of reference are attached for your information.

All schools phases will have a voice in governance through representation in the steering group. We will ensure regular formal and informal engagement with schools and the relevant trade unions throughout the project. Updates on actions and progress will be shared directly and via the schools reward [webpages](#).

Kind regards

Jackie Foglietta
Head of SCC HR & OD

On behalf of the Schools Reward Steering Group

Steering Group Members

Jackie Foglietta, SCC Head of HR & OD (Chair)
Liz Mills, SCC Assistant Director Schools & Learning
Mark Scarborough, SCC Principal Lead for the Virtual School
Caroline Cusselle, Babcock Lead Consultant
Lynn McGrady SCC Schools Finance Lead
Julie Smyth, SCC HR Policy & Reward Manager
Bessie Jibunoh, SCC Lead Consultant Policy & Engagement Schools
Representative Schools Governors Forum – name to be confirmed
Representative Primary Schools Phase – name to be confirmed
Representative Secondary Schools Phase – name to be confirmed
Representative Special Schools Phase – name to be confirmed