



Purpose

This statement sets out the remuneration arrangements for the Executive Leadership Team (ELT) of Townley Grammar School. Its purpose is to ensure **transparency, accountability, and fairness** in the setting and management of executive pay. It provides Trustees with a clear overview of how salaries, benefits, and performance-related pay are determined and managed. The statement also demonstrates the school's commitment to **responsible financial governance**, ensuring that executive remuneration is aligned with the school's strategic objectives, reflects the level of responsibility held, and supports the attraction and retention of high-calibre leadership. Finally, it confirms that all decisions regarding executive pay are consistent with statutory requirements, national pay frameworks, and internal policies.

Scope

Applies to:

- Headteacher
- Senior Leadership Team (SLT)
- Other designated Executive roles

Pay Principles

- **Accountability:** Reflects responsibilities and performance.
 - **Transparency:** Documented and reported to Trustees annually.
 - **Benchmarking:** Aligned with national standards and similar schools.
 - **Affordability:** Consistent with budget and statutory obligations.
-



Executive Pay Components

Component	Description	Notes
Base Salary	Fixed annual salary	Reviewed annually in line with Burgundy Book / School Teachers Pay & Conditions
Performance-Related Pay	Linked to objectives and school improvement	Determined annually by Trustees
Benefits	Pension, allowances, other contractual benefits	In line with statutory and contractual obligations
Expenses	Reimbursed work-related expenses	Requires submission of receipts and approval

Review & Approval

- Annual review by Trustees or Pay Committee.
- All pay changes (salary increases, bonuses, performance-related pay) require Trustee approval.
- Compliance with **equal pay and employment law** ensured.

Reporting & Transparency

- Statement submitted to Trustees and retained for **audit and governance purposes**.
- Any remuneration changes communicated in advance to Trustees.

Approved by: _____

Position: _____

Date: _____