



INTO Bulletin 20

October 2009

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TEACHING ALLOWANCES

Since 1993, Boards of Governors of schools have a statutory responsibility to develop a Salary Policy related to the particular needs of their school and to keep their Salary Policy under annual review.

Department of Education (DE) Circular 1993/24 requires all principals/governors to develop and keep current a School Salary Policy. The principal should prepare this Salary Policy in consultation with the teaching staff of the school. The Salary Policy must include a management structure, agreed with the teaching staff, which is appropriate to the current and projected needs of the school.

The purpose of the Salary Policy is to set out the principles, which will guide all pay decisions for principals, vice-principals and teachers, both on first appointment and annually thereafter.

Guidance for Governors on *The Formulation and Implementation of Salary Policy May 2008* can be viewed on the DE website www.deni.gov.uk and INTO website www.into.ie.

School Reps should note that the management structure of the school must detail all teaching allowances on the school structure. INTO has published a Promotion Template which outlines an agreed minimum structure for promoted posts in both primary and post-primary schools. (This is included with this bulletin and is available on the INTO website).

School Reps should also note that 70% of the teachers in their school should be holding a Teaching Allowance promoted post. From the enclosed information on TA allocation, it is obvious that the proper number of TAs are not being allocated.

School Reps should obtain from their principal the current salary policy and management structure for their school and establish whether 70% of teachers are holding promoted posts in line with the agreed INTO/Management promotion template. Contact your Northern Committee Rep or Northern Office if you have any queries.

Frank Bunting
Northern Secretary
6th October 2009

School Reps -lease Copy Bulletin and Place on INTO Noticeboard