

Gender Pay Gap Report. 31 March 2020 Census

The Two Counties Trust workforce consists of Teaching, Leadership and Support roles which are paid in accordance with the prevailing pay scales. Teachers, including those on the Leadership Scale, are paid in accordance with the School Teachers Pay and Conditions Document and subject to satisfactory performance will progress through the scale(s). Support staff, including senior leaders in support roles, are paid on a single pay scale. Job Evaluation was completed for all support roles prior to transferring to The Trust. Support staff are appointed on a Grade which is relevant to the responsibilities held and each Grade has a set pay range with a number of pay points.

At the census date, The Two Counties Trust employed 1,306 staff, overall 68% of the workforce were female and 32% of the workforce were male.

Mean Hourly Rate Pay Gap:	17.5% lower for females
Median Hourly Rate Pay Gap:	31.8% lower for females

The percentage of men and women in each quarter of the payroll is shown below.

	Female workforce	Male workforce
Upper quartile	44%	56%
Upper middle quartile	62%	38%
Lower middle quartile	71%	29%
Lower quartile	83%	17%

No bonuses were paid to any members of staff for the reporting period.

The Trust's approach to pay supports the fair treatment of all employees, irrespective of gender.

Through the deployment of its policies the Trust aims to:

- ensure that pay decisions are grounded in fact
- ensure that pay decisions are equitable and fair
- support the quality of teaching and learning
- support recruitment, professional development and retention
- reward staff fairly
- enable accountability, transparency, objectivity

The Trust is committed to improving the Gender Pay Gap and to attract more women into senior roles and more men into junior support roles. Our actions to date have included:

- ❖ The introduction of a single pay scale for all support staff
- ❖ The introduction of a common pay scale for teachers
- ❖ Ensuring all employees are placed onto an existing pay scale on commencement of employment or in good time and in agreement following a TUPE transfer
- ❖ Developing and implementing new policies in respect of:
 - Maternity leave
 - Adoption leave
 - Flexible working
 - Job share
 - Shared Parental Leave
 - Pay for all staff groups
- ❖ We have also developed our practices, for example interview and assessment panels for selection decisions are representative as far as possible.
- ❖ Structured interviews are always used and all candidates are asked the same questions in a pre-determined order and format. Interview questions are always competency based and the responses are graded using pre-specified standard criteria.
- ❖ We communicate the salary range when advertising a role to ensure that all job applicants have reasonable expectations.
- ❖ We have revisited and extended advertising and recruitment methods to ensure that our roles and the Trust is attractive to a wide audience.

Our activities to continue to improve our Gender Pay Gap profile will include:

- ❖ Continuing to support women to return to work following family friendly leave by giving consideration to flexible working. The number of flexible working applications received and approved has increased due to the promotion of opportunities.
- ❖ Ensuring that all CPD opportunities are widely promoted and consideration is given to the timing of activities to enable those who work on hours less than full time to attend, and where this is not feasible, to put catch up arrangements in place where appropriate.
- ❖ Analysing pay progression annually, ensuring that decisions are based on objective evident and that pay recommendations are reviewed by others before decisions are taken on progression, reporting on outcomes by gender.
- ❖ Listening to employees and considering suggestions to improve the Gender Pay Gap.
- ❖ Continuing to develop our recruitment practices to attract the widest audience.
- ❖ Implementing our career pathway structure to facilitate career development for all.

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