



Haringey Council
Schools
PAYROLL INFORMATION
FOR
2019/20

Haringey Council

Schools – Payroll Information for 2019/20

Author	John O'Brien
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A. AIM

The aim of this document is to keep Managers and Employees updated with Payroll Rates and ensure that the deadlines for payroll data are available to ensure correct payments are made.

B. POINTS FOR CONTACT

John O'Brien – Pay Control Manager 07973244066

C. VERSION HISTORY

VERSION	DATE	REASON FOR CHANGE
1	30/4/19	

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1 INTRODUCTION

1.1 BUSINESS DESCRIPTION

The purpose of this document is to provide Managers and Employees with access to Payroll information that includes Rates of Pay, Deadlines and Pay Dates.

2 PAYROLL DEADLINES 2019/2020

2.1 PAYROLL AREAS

Haringey Council operates the following monthly payrolls:

DESCRIPTION	PAY DATE
Officers/Non-Teaching staff/Casuals	15 th of Month
School Teachers and Support Staff	27 th of Month

Where a 'normal' pay day falls on a weekend or bank holiday the pay date is brought forward to the last banking day prior to the pay day. For example in June 2019 the 15th falls on a Saturday and therefore the pay day is Friday 14th.

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Employees that receive a regular monthly salary are paid on the pay day of the month for the whole of that calendar month. For example an employee paid on the 15th April 2019 is being paid for the period from the 1st April 2019 to the 30th April 2019.

The Council does not operate a 'month in hand' scheme.

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2.2 DEADLINES FOR RECEIPT OF DATA AND PAY DATES

One of the main causes of late or inaccurate payment is the late receipt of data. Below is a listing that indicates the dates by which data must be received by the relevant HR Support Team for it to be included in the processing for each particular month.

In order to standardise this process the deadline for receipt of data will be as follows:

For Payment on the 15 th	Last Working day of the previous month
For Payment on the 27 th	10 th of the current month (or last working day up to the 10 th where it falls at a weekend).

The only month where this is different is in December where the pay day for the 27th is brought forward and the deadline is changed to reflect this.

Any data received after these dates will not be processed until the following month. The only exception to this is where a Manager notifies the HR Support Team of a late leaving notification. If this information is received by 3pm 5 working days before the pay day then the payment can still be stopped (For example for pay day 15th April 2019 the last date at which a payment can be stopped is the 9th April 2019).

The payroll deadlines and Pay dates for 2019/2020 are now as follows:

	GROUPS	DEADLINE FOR RECEIPT OF DATA	
		RECEIPT OF DATA	PAY DATE
APR	OFFICERS/NON TEACHING STAFF/CASUALS	29/03/19	15/04/19
	SCHOOL TEACHERS AND SUPPORT STAFF	10/04/19	26/04/19
MAY	OFFICERS/NON TEACHING STAFF/CASUALS	30/04/19	15/05/19
	SCHOOL TEACHERS AND SUPPORT STAFF	10/05/19	24/05/19
JUN	OFFICERS/NON TEACHING STAFF/CASUALS	31/05/19	14/06/19
	SCHOOL TEACHERS AND SUPPORT STAFF	10/06/19	27/06/19
JUL	OFFICERS/NON TEACHING STAFF/CASUALS	28/06/19	15/07/19
	SCHOOL TEACHERS AND SUPPORT STAFF	10/07/19	26/07/19
AUG	OFFICERS/NON TEACHING STAFF/CASUALS	31/07/19	15/08/19
	SCHOOL TEACHERS AND SUPPORT STAFF	09/08/19	27/08/19
SEP	OFFICERS/NON TEACHING STAFF/CASUALS	30/08/19	13/09/19
	SCHOOL TEACHERS AND SUPPORT STAFF	10/09/19	27/09/19
OCT	OFFICERS/NON TEACHING STAFF/CASUALS	30/09/19	15/10/19
	SCHOOL TEACHERS AND SUPPORT STAFF	10/10/19	25/10/19
NOV	OFFICERS/NON TEACHING STAFF/CASUALS	31/10/19	15/11/19
	SCHOOL TEACHERS AND SUPPORT STAFF	08/11/19	27/11/19
DE	OFFICERS/NON TEACHING STAFF/CASUALS	29/11/19	13/12/19

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	SCHOOL TEACHERS AND SUPPORT STAFF	10/12/19	19/12/19
JAN	OFFICERS/NON TEACHING STAFF/CASUALS	31/12/19	15/01/20
	SCHOOL TEACHERS AND SUPPORT STAFF	10/01/20	27/01/20
FEB	OFFICERS/NON TEACHING STAFF/CASUALS	31/01/20	14/02/20
	SCHOOL TEACHERS AND SUPPORT STAFF	10/02/20	27/02/20
MAR	OFFICERS/NON TEACHING STAFF/CASUALS	28/02/20	13/03/20
	SCHOOL TEACHERS AND SUPPORT STAFF	10/03/20	27/03/20

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3 RATES OF PAY

This section provides the current rates applicable to Employees within Haringey Council with an indication of the date the rate was last changed.

3.1 NJC OFFICERS RATES – OUTER LONDON PAY SPINE

HARINGEY COUNCIL OFFICER PAY SCALES 1st April 2019

SCALE	OLD SP PT	OLD RATE	NEW SP PT	NEW RATE
SC1A	6	19611	1	20103
SC1A	7	19635	1	20103
SC1B	8	19701	2	20466
SC1B	9	19755	2	20466
SC1B	10	19881	3	20835
SC1	6	19611	1	20103
SC1	7	19635	1	20103
SC1	8	19701	2	20466
SC1	9	19755	2	20466
SC1	10	19881	3	20835
SC1	11	19896	3	20835
SC2	11	19896	3	20835
SC2	12	19914	4	21210
SC2	13	19935	4	21210
SC3	14	20007	5	21591
SC3	15	20136	5	21591
SC3	16	20181	6	21981
SC3	17	20472	6	21981
SC4	18	20667	7	22377
SC4	19	21198	8	22779
SC4	20	21702	9	23187
SC4	21	22425	10	23607
SC5	22	22956	12	24462
SC5	23	23577	13	24903
SC5	24	24279	14	25353
SC5	25	24999	15	25809
SC6	26	25746	18	27228
SC6	27	26538	19	27717
SC6	28	27342	20	28215
SO1	29	28356	23	29766

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SO1	30	29241	24	30213
SO1	31	30108	25	30711
PO1 (Old SO2)	32	30930	26	31548
PO1 (Old SO2)	33	31794	27	32430
PO1 (Old SO2)	34	32637	28	33291
PO2 (Old PO10)	35	33282	29	33948
PO2 (Old PO10)	36	34113	30	34794
PO2	37	35025	31	35724
PO2	38	35991	32	36711
PO3	38	35991	32	36711
PO3	39	37098	33	37842
PO3	40	38040	34	38799
PO3	41	38994	35	39774
PO4	41	38994	35	39774
PO4	42	39930	36	40728
PO4	43	40887	37	41706
PO4	44	41847	38	42684
PO5	44	41847	38	42684
PO5	45	42735	39	43590
PO5	46	43734	40	44607
PO5	47	44691	41	45585
PO6	46	43734	40	44607
PO6	47	44691	41	45585
PO6	48	45645	42	46560
PO6	49	46578	43	47511
PO7	50	47613	45	49464
PO7	51	48654	46	50448
PO7	52	49716	47	51450
PO7	53	50733	48	52482
PO8	54	52092	49	53544
PO8	55	53163	50	54597
PO8	56	54219	51	55638
PO8	57	55284	52	56682
Additional Points	58	56394	53	57735
Additional Points	59	57492	54	58779
Additional Points	60	58590	55	59823
Additional Points	61	59694	57	61929

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3.1.1 NJC OFFICERS RATES – OUTER LONDON PAY SPINE – O/T RATES

HARINGEY COUNCIL OFFICER OVERTIME RATES 1st April 2019

SCALE	NEW SP PT	NEW RATE	Overtime at 1.333	Planned Overtime Rate
SC1A	1	20103	12.50	
SC1A	1	20103	12.50	
SC1B	2	20466	12.75	
SC1B	2	20466	12.75	
SC1B	3	20835	13.02	
SC1	1	20103	12.50	
SC1	1	20103	12.50	
SC1	2	20466	12.75	
SC1	2	20466	12.75	
SC1	3	20835	13.02	
SC1	3	20835	13.02	
SC2	3	20835	13.02	
SC2	4	21210	13.79	
SC2	4	21210	13.79	
SC3	5	21591	14.06	
SC3	5	21591	14.06	
SC3	6	21981	14.34	
SC3	6	21981	14.34	
SC4	7	22377	14.62	
SC4	8	22779	14.91	
SC4	9	23187	15.20	
SC4	10	23607	15.50	
SC5	12	24462	16.10	
SC5	13	24903	16.42	
SC5	14	25353	16.74	
SC5	15	25809	17.06	
SC6	18	27228	18.07	
SC6	19	27717	18.42	
SC6	20	28215	18.77	
SO1	23	29766		21.02
SO1	24	30213		21.02
SO1	25	30711		21.02
Old SO2	26	31548		21.02
Old SO2	27	32430		21.02
Old SO2	28	33291		21.02
PO1	26	31548		22.50
PO1	27	32430		22.50
PO1	28	33291		22.50
PO2 (Old PO10)	29	33948		22.50

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PO2 (Old PO10)	30	34794		22.50
PO2	31	35724		22.50
PO2	32	36711		22.50
PO3	32	36711		22.50
PO3	33	37842		22.50
PO3	34	38799		22.50
PO3	35	39774		22.50
PO4	35	39774		24.42
PO4	36	40728		24.42
PO4	37	41706		24.42
PO4	38	42684		24.42
PO5	38	42684		24.42
PO5	39	43590		24.42
PO5	40	44607		24.42
PO5	41	45585		24.42
PO6	40	44607		24.42
PO6	41	45585		24.42
PO6	42	46560		24.42
PO6	43	47511		24.42
PO7	45	49464		24.42
PO7	46	50448		24.42
PO7	47	51450		24.42
PO7	48	52482		24.42
PO8	49	53544		24.42
PO8	50	54597		24.42
PO8	51	55638		24.42
PO8	52	56682		24.42

3.2 APPRENTICES

Grade	Sp PT	Hourly Rate	01/04/19	
HAPP	1	£8.21	£15,411.09	Sp PT 1 is paid at the National Living wage (NLW) hourly rate (regardless of age). This rate is usually increased in April of each year.
Grade	Sp PT	Hourly Rate	6/11/17	
HAPP	*2	£10.55	£19,803.53	Sp PT 2 is paid at the London Living wage (LLW) hourly rate. This rate is usually increased in October/November of each year.

*Progression to Sp Pt 2 is not automatic and is subject to confirmation of satisfactory completion of probation.

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3.3 SCHOOL TEACHERS

3.3.1 SCHOOL TEACHERS – LEADERSHIP GROUP

HARINGEY COUNCIL TEACHERS - LEADERSHIP GROUP PAY SCALES											
1st September 2018											
Sp PT	Old Rate	New Rate	Scale	Gr p 1	Grp 2	Grp 3	Grp 4	Grp 5	Grp 6	Grp 7	Grp 8
1	46814	47517	LEAD'SHP								
2	47802	48521	LEAD'SHP								
3	48816	49548	LEAD'SHP								
4	49845	50592	LEAD'SHP								
5	50904	51670	LEAD'SHP								
6	51991	52771	LEAD'SHP	X							
7	53193	53992	LEAD'SHP	X							
8	54247	55061	LEAD'SHP	X	X						
9	55410	56242	LEAD'SHP	X	X						
10	56643	57494	LEAD'SHP	X	X						
11	57918	58787	LEAD'SHP	X	X	X					
12	59085	59973	LEAD'SHP	X	X	X					
13	60375	61282	LEAD'SHP	X	X	X					
14	61695	62621	LEAD'SHP	X	X	X	X				
15	63039	63987	LEAD'SHP	X	X	X	X				
16	64524	65493	LEAD'SHP	X	X	X	X				
17	65838	66825	LEAD'SHP	X	X	X	X				
18	66638	67638	LEAD'SHP	X		X	X				
18	67305	68315	LEAD'SHP		X	X	X	X			
19	68787	69821	LEAD'SHP		X	X	X	X			
20	70308	71365	LEAD'SHP		X	X	X	X			
21	71153	72221	LEAD'SHP		X		X	X			
21	71865	72943	LEAD'SHP			X	X	X	X		
22	73464	74567	LEAD'SHP			X	X	X	X		
23	75093	76220	LEAD'SHP			X	X	X	X		
24	76017	77158	LEAD'SHP			X		X	X		
24	76778	77930	LEAD'SHP				X	X	X	X	
25	78495	79674	LEAD'SHP				X	X	X	X	
26	80253	81458	LEAD'SHP				X	X	X	X	
27	81244	82463	LEAD'SHP				X		X	X	
27	82056	83288	LEAD'SHP					X	X	X	
28	83910	85169	LEAD'SHP					X	X	X	X
29	85806	87094	LEAD'SHP					X	X	X	X
30	87756	89071	LEAD'SHP					X	X	X	X
31	88853	90186	LEAD'SHP					X		X	X
31	89742	91088	LEAD'SHP						X	X	X
32	91782	93160	LEAD'SHP						X	X	X
33	93882	95289	LEAD'SHP						X	X	X

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34	96018	97458	LEAD'SHP						X	X	X
35	97247	98706	LEAD'SHP						X		X
35	98220	99693	LEAD'SHP							X	X
36	100464	101971	LEAD'SHP							X	X
37	102783	104325	LEAD'SHP							X	X
38	105135	106712	LEAD'SHP							X	X
39	106451	108048	LEAD'SHP							X	
39	107517	109129	LEAD'SHP								X
40	110019	111670	LEAD'SHP								X
41	112584	114273	LEAD'SHP								X
42	115212	116939	LEAD'SHP								X
43	116738	118490	LEAD'SHP								X

X – Group Range

3.3.1 SCHOOL TEACHERS – LEADING PRACTITIONERS

HARINGEY COUNCIL LEADING PRACTITIONER SCALE 1ST SEPTEMBER 2018

Sp PT	Old Rate	New Rate	Scales	Sp PT	Old Rate	New Rate	Scales
1	46814	47751	LP	7	58215	59379	LP
2	48549	49521	LP	8	60369	61575	LP
3	50343	51351	LP	9	62607	63858	LP
4	52206	53250	LP	10	64920	66219	LP
5	54138	55221	LP	11	67305	68652	LP
6	55671	56784	LP				

3.3.2 SCHOOL TEACHERS – QUALIFIED CLASSROOM TEACHER

HARINGEY COUNCIL QUALIFIED TEACHER SCALE 1ST SEPTEMBER 2018

Sp PT	Old Rate	New Rate	Scales	Sp PT	Old Rate	New Rate	Scales
1	28660	29664	QTEACH	4	33378	34547	QTEACH
2	30153	31210	QTEACH	5	35946	37205	QTEACH
3	31725	32836	QTEACH	6	39006	40372	QTEACH

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3.3.3 SCHOOL TEACHERS – UPPER PAY RANGE

HARINGEY COUNCIL TEACHERS - UPPER PAY SCALE 1st September 2018

Sp PT	Old Rate	New Rate	Scales
1	43616	44489	PTQTEACH
2	45759	46675	PTQTEACH
3	47298	48244	PTQTEACH

3.3.4 SCHOOL TEACHERS – UNQUALIFIED TEACHERS

HARINGEY COUNCIL TEACHERS - UNQUALIFIED PAY SCALES 1st September 2018

Sp PT	Old Rate	New Rate	Scales
1	20909	21641	UQ TEACH
2	22842	23641	UQ TEACH
3	24774	25643	UQ TEACH
4	26709	27644	UQ TEACH
5	28641	29643	UQ TEACH
6	30573	31644	UQ TEACH

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3.3.5 SCHOOL TEACHERS – ALLOWANCES

HARINGEY COUNCIL TEACHERS - ALLOWANCES 1st September 2018

Teaching & Learning Responsibility			
PT	Old Rate	New Rate	
2a	2667	2721	
2b	4443	4530	
2c	6515	6646	
1a	7699	7853	
1b	9468	9657	
1c	11244	11466	
1d	13027	13288	
3 Min	529	540	
3 Max	2630	2683	

Recruitment & Retention			
PT	Old Rate	New Rate	
1	1002	1002	
2	1970	1970	
3	2985	2985	
4	4158	4158	
5	5415	5415	

Special Needs			
PT	Old Rate	New Rate	
1	2106	2149	
2	4158	4242	

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3.4 CAR MILEAGE RATES

3.4.1 New Users from 13th July 1993 – Rates Last changed from 1st April 2010

Essential	451-999cc	1000cc & above
Lump Sum	£846	£963
Per mile first 8,500 miles	36.9p	40.9p
Per mile after 8,500 miles	13.7p	14.4p
Casual		
Per mile first 8,500 miles	46.9p	52.2p
Per mile after 8,500 miles	13.7p	14.4p

3.4.2 Protected Users (Car User prior to 13th July 1993) – Rates Last changed from 1st April 2010

Essential	451-999cc	1000-1199cc	1200cc & above
Lump Sum	£846	£963	£1239
Per mile first 8,500 miles	36.9p	40.9p	50.5p
Per mile after 8,500 miles	13.7p	14.4p	16.4p
Casual			
Per mile first 8,500 miles	46.9p	52.2p	65.0p
Per mile after 8,500 miles	13.7p	14.4p	16.4p

3.5 LONG SERVICE, FIRST AID AND LANGUAGE ALLOWANCES

Allowance	Rates Last changed from 1 st April 2019
Long Service Award (20 Years Haringey Service)	£236.52
First Aid	£195.36
Language	£195.36
Eye Sight Tests	
• Single lens/contact lens	£55.00 (Max)
• Varifocal	£100.00

The School's liability for cost is restricted to payment for basic spectacles, of a type and quality adequate for its function up to a maximum of **£55 for single lens/contact lens, £100 for Varifocal plus the full cost of the sight test**. If users wish to choose more costly frames, or lenses with optional treatments, the School is not obliged to pay for these. In these circumstances the individual will pay for costs in excess of the above.

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3.6 SUBSISTENCE ALLOWANCE

Allowance	Rate
Breakfast	£8.00
Lunch	£8.00
Tea	£8.00
Evening Meal	£8.00

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4 PENSION CONTRIBUTION RATES

This section provides the salary contribution bandings for the pension schemes

4.1 LOCAL GOVERNMENT SCHEME

The Local Government scheme sets the Contribution rate based on Contractual pay at the 1st April plus any temporary payments in the previous 12 months.

Employee Contribution Bandings	Employee Contribution Rate
£0 - £14,400	5.50%
£14,401 - £22,500	5.80%
£22,501 - £36,500	6.50%
£36,501 - £46,200	6.80%
£46,201 - £64,600	8.50%
£64,601 - £91,500	9.90%
£91,501 - £107,700	10.50%
£107,701 - £161,500	11.40%
More than £161,501	12.50%

The Employer rates effective from 1st April 2019 are as follows:

Employer	Employer Contribution Rate
Haringey Council	26.40%
Homes For Haringey	18.60%
Eden Primary	17.70%
Alexandra Palace	35.00%
Alexandra Park Academy	19.70%
Holy Trinity Academy	19.20%
Fortismere	17.70%
St Anns	19.20%
St Michaels	19.20%
St Pauls&All Hallows Inf	19.20%
St Pauls & All Hallows Jnr	19.20%
Millbrook Academy	19.20%

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4.2 TEACHERS PENSION SCHEME

The bandings are calculated based on the payments made in each period irrespective of what period the payment related to.

Teachers Pension Rates 2019/20	Employee Contribution Rate	Employer Contribution Rate 1/4/19	Employer Contribution Rate 1/9/19
£0 - £27,697.99	7.40%	16.48%	23.68%
£27,698 - £37,284.99	8.60%	16.48%	23.68%
£37,285 - £44,208.99	9.60%	16.48%	23.68%
£44,209 - £58,590.99	10.20%	16.48%	23.68%
£58,591 - £79,895.99	11.30%	16.48%	23.68%
More than £79,896	11.70%	16.48%	23.68%