

The Calderdale Living Wage Supplement for Employees (February 2014)

Schools Version

Parkinson Lane CP School wishes to address low pay and to provide a decent standard of living through earnings for its workforce. The Living Wage Commission publishes, on an annual basis, an hourly rate which it is deemed, enables workers to enjoy a decent standard of living. The rate is not mandatory and is not aligned to Calderdale's /The School's pay and grading scheme.

The Parkinson Lane CP School's Living Wage Supplement will operate as follows:

- 1 Employees within scope of the policy are employees who are permanently or temporarily contracted employees who are paid within the Council's/School's grading scheme. Casual workers, apprentices/interns and others not within the grading scheme are not included.
- 2 The school will pay a wage supplement equal to the difference between the basic hourly rate within the grading scheme and the Living Wage rate in place at the time as reviewed and approved from time to time by Calderdale Council/the School.
- 3 The supplement will apply to the employee's basic contracted hours of work and will not be applied to any other elements of pay eg overtime, night, weekend, bank or other holiday, unsocial hours rates or any other enhancements.
- 4 The Living Wage is not incorporated or consolidated into the Grading scheme or the hourly rate; however it will be pensionable for both the employer and employee (where any employee is a member of the Local Government Pension Scheme).
- 5 The Living Wage Supplement will be reviewed annually in January by the Council's Governance and Business Committee/School's Pay Committee ('The Committee'), taking account of a number of considerations including internal and external financial factors, hourly rates within the Council's/ School's own grading scheme, in addition to The Living Wage Commission advisory rates etc.
- 6 Upon review annually by the Committee's decision, The Living Wage Supplement may continue to be paid, be increased or decreased or withdrawn entirely. It is the sole discretion of the Committee to increase, decrease or withdraw entirely, and any decision to do so is not dependent upon, and will not affect the employee's standard basic hourly rate within the Grading scheme, as changed from time to time.
- 7 Where a decision is taken to decrease or withdraw entirely the Living Wage Supplement, 12 weeks' notice of this will be confirmed in writing to all affected employees.

