

Payment of Teaching and Learning Responsibility (TLR) allowances

Following a review of the TLR rates currently being paid to teachers by schools, it is apparent that in the majority of schools, there are now a number of slightly different salary rates being paid for the same level of responsibility, varying from a few pence difference per month to several pounds. There are also some rates which do not comply with the statutory requirements. These anomalies have to be corrected because TLR rates are set rates with criteria for payment attached to them.

Headteachers will recall that these responsibility payments were introduced in January 2006 to replace the old system of Management Allowances which ended on 31st December 2005 and were replaced with cash safeguarding for a period of three years, ceasing altogether on 31st December 2008.

There are two levels of TLR with criteria for payment fully set out in the School Teachers' Pay and Conditions Document (STPCD). The two levels have a salary range which changes each year with the pay award and schools choose their TLR rates within the guidelines set out in the STPCD.

The basic rule is that there has to be a minimum differential of £1500 between chosen fixed TLR rates within the two ranges. When they were introduced in January 2006, the ranges were £2250-£5500 for the lower TLR2 and £6500-£11000 for the higher TLR1. As a consequence, most schools used the rates of £2250, £3750 and £5250 or £5500 for TLR2 and £6500, £8000, £9500 and £11000 for TLR1 when they needed to pay a TLR allowance.

From 1st September 2009, those rates equate to £2478, £4130, £5781 or £6057 for TLR2 and £7158, £8809, £10461 and £12114 for TLR1. Most schools will therefore still wish to be using those equivalent rates now but an inspection of your payroll will probably show some small differences for different members of staff.

The simplest way of putting things right is to place teachers onto the correct new corresponding rates applicable from 1st September 2010 with the 2.3% pay award. This will then mean that the same rate is paid to each teacher in a school for a particular TLR, rather than the slightly different rates at present. This will be done automatically unless a school contacts John Vallis beforehand.

The new rates from September 2010 will be:

TLR2

TLR2(1) £2535
TLR2(2) £4225
TLR2(3a) £5914 or TLR2(3b) £6196

TLR1

TLR1(1)	£7323
TLR1(2)	£9012
TLR1(3)	£10702
TLR1(4)	£12393

These standard spot rates seem to meet the needs of most schools and are widely used. Those schools which have chosen to use different TLR rates will have the 2.3% pay award applied to their chosen rates. All teachers who should be receiving the same TLR rate will be put onto the new rate applicable to ensure parity.

There are a few important points which need to be remembered regarding the award of TLRs. These are laid down in the STPCD (in the 2009 version, pages 67-69 and 168-171).

- i). No teacher can be paid more than one TLR.
- ii). Part-time teachers have to be paid the same percentage of the TLR as their contract, they cannot be paid a full TLR when part-time.
- iii). Unless replacing an absent teacher or filling a vacant post, TLRs have to be permanent and in the school's staffing structure.
- iv). There has to be a differential of at least £1500 between rates within a range.
- v). Responsibilities have to be concerned with teaching and learning and the teacher is made accountable for them.
- vi). Salary safeguarding for three years usually applies when the responsibilities for the award of the TLR are stopped or reduced.
- vii). It is **not** possible to pay honoraria to teachers in any circumstances (page 147).

For changes effective from September 2010, when notifying the award of a new TLR for a teacher, or a change to an existing TLR, schools should use the codes listed above when using the standard spot amounts. This will ensure that the correct rates are paid. Where a school is using different non-standard TLR rates, the rate to be paid must be quoted on the form to the Pay and Employment Information team.

Where there appears to be a problem with the rates currently being paid, apart from the slight differences already mentioned, and the rates do not comply with statutory requirements, schools will be contacted individually.

All Headteachers are welcome to contact John Vallis by email at john.vallis@oxfordshire.gov.uk or telephone 01865 815770 to discuss any particular aspects concerning TLR rates. For advice on other matters, such as making changes to your staffing structure, please contact the Schools' HR Team by email schoolsHR@oxfordshire.gov.uk or telephone 01865 797588.