

Alcester Grammar School

Terms of Reference Pay and Performance Committee

- The terms of reference must be reviewed by the board of trustees annually
- The committee shall have a minimum of three members who are trustees of the board and the majority of members must be trustees of the board
- The chair of this committee must be a trustee and shall be elected at the first committee meeting of the academic year

Pay

1. To review and approve the school pay policy for all categories of teaching and support staff once annual pay scales are confirmed and released
2. *To review biennially (except under exceptional circumstances) the pay ranges of the SLT and the differentials between their pay ranges and those of the rest of the staff (last reviewed March 2025)

Performance

1. To review the performance management policy for all teaching and support staff
2. To ensure that performance review processes are undertaken which provide all staff with constructive feedback on their performance and which address any developmental needs arising from such feedback
3. *To determine the annual salaries to be paid to staff in accordance with the performance management process

* No staff to be in attendance except the Principal, other than for their pay determination

Quorum:	A minimum of any three trustees or, where greater, a third of the total number of trustees on the committee.
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Terms of Reference reviewed by Committee	September 2025	
Terms of Reference agreed by Board of Trustees	October 2025	

Next Review Due	September 2026
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