

Gender Pay Gap Report for The College of Richard Collyer March 2019

1. Staff Pay and Grade bands

1.1 The College of Richard Collyer supports the fair treatment, reward and recognition of all employees irrespective of gender or other characteristics as defined by the Equality Act 2010.

1.2 Support Staff Pay – The College uses salary ranges and grades recommended by the Sixth Form Colleges Association. Salary ranges for Support Staff are determined by the level of responsibility in a role. The College has a Job Evaluation Scheme to establish appropriate ranges for roles of broad equivalence. Support Staff can request a review of their post on an annual basis following appraisal. The Job Evaluation Panel, comprising staff members drawn from across the college and including the HR Manager, meets annually and makes recommendations to the Principal. Following a successful appraisal, Support Staff can expect to move up a grade on an annual basis until they reach the top grade in their salary range.

The College is satisfied through the equitable application of the job evaluation scheme that male and female support staff on the same grade and with the same length of service will receive the same hourly rate for equivalent work. Through this arrangement the College delivers equal pay arrangements for this group of staff.

1.3 Teaching Staff Pay – Teaching staff are appointed to a salary range (NSP) recommended by the Sixth Form Colleges Association according to their teaching experience and qualifications at the time of appointment. Following a successful appraisal, teaching staff can expect to move up a salary point on an annual basis until they reach NSP9. Responsibility Allowances A to D are allocated to teaching staff taking on additional management roles such as Head of Department. The Responsibility Allowances have a range 1-3 and Teaching Staff Managers can expect to move up the range each year following a successful 'New to Role' probation and appraisal. The Responsibility Allowances are determined by the scope of responsibility, for example a Faculty Head will be on a D allowance and a Head of a small curriculum department such as Philosophy will be on an A allowance.

The College is satisfied that male and female teachers of the same experience, qualifications and length of service will receive the same hourly rate and the College delivers equal pay arrangements for this group of staff.

1.4 Members of SMT and the Clerk to the Governing Body – the Principal recommends the salaries of SMT members to the Finance and General Purposes Committee the Chair of which in turn seeks approval from the Governing Body. Similarly, the Chair of the Governing Body recommends the pay of the Principal and Clerk. The salaries of the Principal, Clerk and SMT members are benchmarked against similar posts in the FE sector as highlighted in reports by the SFCA and AoC. In this way the College is satisfied there are equal pay arrangements in place for this group of staff.

2. The Gender Pay Gap Report

2.1 Under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, The College of Richard Collyer has a legal duty to report on gender pay. **The Gender Pay Gap Report** has been compiled using software from CINTRA the college's pay roll provider and is a snapshot of staff and associated salaries in March 2018.

The College staff is 64.7% female (63% in 2017). The median hourly rate for males is £21.46 compared with £18.32 for females (£24.86 compared with £16.43 for females in 2017). The median gender pay gap is 14.63% (33.91% in 2017). The mean hourly rate of pay for all males is £19.07 compared with £16.55 for females (£21.95 compared with £18.87 for females in 2017). The mean gender pay gap is 13.21% (14.03% in 2017).

The median gender pay gap in the education sector in the UK is 25.7%.

The College has a higher percentage of females in the lower quartile which includes part time cleaners and catering staff. In the education sector it is more common to buy these services in rather than employ staff and run the services directly. This lower quartile and the lower middle quartile also contain Support Staff in predominantly term time only positions. The upper middle quartile has a higher number of males occupying full year specialist or technical roles and Support Staff Managers. This upper middle quartile also contains a number of recently qualified teachers on NSP points 1-6 with the remainder of teachers and teacher managers in the upper quartile.

The gender pay gap is a result of the roles in which men and women work within the organisation and the salaries that these roles attract. It does not stem from paying men and women differently for the same or equivalent work.

2.2 A group of our support staff are eligible to receive a 'performance related' bonus payment called Support Staff Standards Payment (SSSP) under the SFCA terms and conditions of employment. Those who have at least a full 12 months' service at the annual review date will be eligible to apply for this bonus which is paid on satisfactory performance and attendance over the previous year. SSSP is pro-rated to annual hours. In future we will look to calculate this differently based on number of staff granted SSSP relative to number of staff eligible for SSSP. **As teachers are not eligible for SSSP and there are more female support staff, the bonus payment data shows a higher percentage of females receiving a bonus relative to males (35.57% female, 14.81% male). However, of those staff eligible for a bonus male staff receive a higher bonus as the bonus is prorated and more female staff work part time. The median difference is 10.69%.**

3. Closing the Gender Pay Gap at Collyer's

3.1 Collyer's is committed to doing everything we can to reduce the gender pay gap and **we are pleased the pay gap has closed significantly in the last 12 months and is below the national average. This is due to the way the pay roll provider has calculated hourly pay in 2018. In the previous report using data from 2017 the hourly pay of teachers was calculated according to the classroom contact hours of 26 a week for a 39 week working year. In this report the pay roll provider has used ACAS advice of calculating teachers' pay by dividing 1265 annual contracted hours by a 39 week working year. This allows a full time**

teacher 32.5 hours a week of Directed Time. Directed Time excludes marking and preparation.

The College is committed to the advancement of equal opportunities and equal treatment for all employees. The College is able to demonstrate this through our Mission and Values statements, Equality and Diversity Policy and HR policies.

The College is able to demonstrate there is no gender bias in recruitment, selection or career promotion. Female staff managers returning from maternity leave have been able to request flexible working and reduce their FTE to 0.8. This option is also available to male staff and all staff who wish to reduce their FTE for other caring responsibilities. The rate of return from maternity leave for all staff is high. One male member of staff in 2018 took shared parental leave. This member of staff was a college manager. One year career breaks have also been offered to several staff in the past three years, staff are able to opt into salary sacrifice childcare vouchers and there is a nursery on the college site. PT staff are able to negotiate their timetables and consolidate their hours over fewer days.

3.2 The college has a Staff Welfare Statement which outlines the college's commitment to family friendly arrangements.

3.3 The College commits to further actions to close the gender pay gap

- Promote family friendly flexible working opportunities
- Consult with unions and staff representative groups
- Ensure equality and diversity is embedded in all study programmes and the tutorial programme, promoting equal opportunity and dispelling gender stereotypes

3.4 As an equal opportunities employer, we firmly believe in appointing the best candidate into the role regardless of their gender or any other characteristics covered by the Equality Act. This remains our intention as stated in the College's Recruitment Policy.

Sally Bromley

Principal

15th February 2019