

## **Teacher appraisal – making decisions for the 2019-20 academic year (including for those on leadership pay range)**

During the 2019-20 academic year, schools experienced partial or full closure to pupils as a result of the Covid-19 pandemic. The effect of this may have been that appraisal objectives agreed in Autumn 2019 could not be achieved, or may have required review/amendment to reflect the fact that the majority of pupils did not attend school for a significant proportion of the academic year.

In March 2020, schools were advised that interim appraisal reviews should be conducted, in order to:

1. Review the original objectives and:
  - i). Identify any objectives that remained relevant and could continue as planned;
  - ii). Put on hold any objectives that were not possible to progress due to school partial closures;
  - iii). Recognise the important contribution that the teacher made during the school partial closure period or in regard to any wider opening of school, by identifying any new objectives linked to work undertaken to support pupils, staff, families, school during COVID19;
2. Identify the standards that could be drawn upon and developed during COVID19.
3. Identify any CPD that could be undertaken during COVID19.

Revised documentation for the appraisal process was also provided at this time.

In making pay progression recommendations, appraisers should consider the performance of the teacher up to the date of partial/full closure, in addition to any review/updating of appraisal objectives necessitated by the pandemic situation.

Schools should take reasonable steps to adapt their appraisal arrangements in order to take account of the impact of the pandemic. Teachers should not be penalised during the appraisal process, or in respect of subsequent pay progression decisions, where partial school closure impacted on their ability to fully meet their objectives.

Maintained schools must continue to adhere to the School Teachers Pay and Conditions Document, which states that the decision whether or not to award pay progression must be related to a teacher's performance, as assessed through the school's appraisal process. There remains no facility to award automatic pay progression to teachers on any pay range.

As stated in the Pay Policy, effective appraisal/performance management, including monitoring, feedback and appropriate continuous professional development, should ensure that teachers are unlikely to be surprised by the outcome of the appraisal and pay progression process.

In addition, the School's Pay Policy still applies, which requires the Pay Committee of the Governing Board to make decisions on pay progression, following recommendations from appraisers.

Therefore the school's Pay Committee must be convened in the Autumn term 2020, in order to receive pay recommendations from the appraisers and make pay progression decisions.