

**THE SHROPSHIRE GATEWAY EDUCATIONAL TRUST**  
**Redundancy and Retirement Payment Scheme**

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This policy is based upon Shropshire Council's Redundancy and Retirement Payment Scheme which has been agreed by the following organisations; National Union of Teachers, National Association of Schoolmasters Union of Women Teachers, Association of Teachers and Lecturers, National Association of Headteachers, Association of School and College Leaders, Unison, GMB. The only changes to the source document are those that reflect the structure of the Shropshire Gateway Educational Trust and its status as the employer.

Any member of trust staff made redundant, whether that be following a call for volunteers or who are compulsorily redundant, and have a minimum of 2 years continuous service with the trust and related employers, (local authorities and other specified public employers covered by the Redundancy Payments Modification Orders) will be entitled to receive an additional compensatory payment if their employment with the trust is terminated on grounds of redundancy.

The procedure will operate strictly in conjunction with the Trust's Redundancy Cost Approval Procedure and Employment Protection Scheme and could be applied where staff reductions are necessary in the following circumstances:

- where there is a need for a significant financial saving in an individual school budget (or service area budget for centrally employed staff);
- in the event of school closures or reorganisations;
- as a last resort where due to curriculum or other organisational need reduced staffing in a specific area of work is required and an alternative solution to a redundancy cannot be found.

The scheme applies to all trust staff employed on a full or part-time basis.

The scheme will provide:

A one-off severance payment, which incorporates an employee's statutory redundancy entitlement, calculated on the basis of:

Service	Entitlement
For service between ages 16 – 21	½ week's pay for each completed year of service multiplied by 1.5
For service between ages 22 – 40	1 week's pay for each completed year of service multiplied by 1.5
For service from age 41 and above.	1 ½ weeks' pay for each completed year of service multiplied by 1.5

A component of the above lump sum will be made up of the statutory entitlement.

The additional compensatory payment is calculated taking account of any local government service, and service covered by the Redundancy Payments Modification Orders.

Service is the equivalent of any continuous service with the trust and related employers (local authorities and other specified public employers covered by the Redundancy Payments Modification Orders) up to a maximum of 20 years in total.

A week's pay is equivalent to the member of staff's actual level of contractual earnings at the point of termination.

The total amount of service counted will be up to a maximum of 20 years. The total compensatory payment will not exceed the equivalent of 45 weeks pay.

### **Re-employment**

The payment made under this scheme is compensation for loss of employment and the terms of release with such payment must not include an offer of further employment.

A member of staff may not be re-engaged by the trust, in any capacity, for a period of at least 4 weeks after the date of leaving. After this the member of staff is free to take up a further appointment with the trust, although this must be an appointment gained through open competition following advertisement of the post.

A payment under this scheme would not be made where a member of staff accepts an offer of new employment with the trust, any other Local Authority or any similar body listed in the Redundancy Payment (Modification) Order, before the date the old employment contract expires, and starting not later than four weeks after that date. If you are in any doubt regarding the effect of re-employment you should contact the Schools HR Advice Team for advice.

### **Premature Retirement and Early Release of Pension for Teachers aged 55 and over**

There is no provision for granting early release of pension benefit (Mandatory Compensation) for any member of staff aged 55 and over but under normal pension age. Teachers, regardless of age will be eligible for the redundancy payment outlined on page 2.

The trust however, may decide at its discretion to offer a teacher early release of pension benefit as a result of a redundancy process. In doing so, the trust will be liable for **all costs** associated with early release of pension through the Teacher Pensions Scheme. In addition and in accordance with Teachers Pension regulations, a teacher released under premature retirement regulations will only be entitled to a statutory redundancy payment and not the enhanced payment referred to in this scheme on page 2.

### **Premature Retirement and Early Release of Pension for Support Staff aged over 55**

The Local Government Pension Scheme requires mandatory early release of pension benefits under pension regulations for support staff if redundant. In these cases all costs associated with the early release of pension benefits (known as “pension strain”) will be met by the trust.

## Equality impact assessment screening form

Section one: screening for impact				
Name of policy		Redundancy and Retirement Payment Scheme		
Project lead completing assessment:		Matt Hayes		
Position:		Business Manager		
1. What is the main purpose of the strategy/project/policy?				
Describes the Trust's approach to Redundancy and Retirement Payment.				
2. Who will be the main stakeholders/users of the policy? Please consider the impact of the policy on the different groups of stakeholder /users.				
Staff, Schools				
3. Use the table to show:				
<ul style="list-style-type: none"> <li>■ Where you think that the policy could have a negative impact on any of the equality strands, that is, it could disadvantage them – if no impact please note the evidence for this.</li> <li>■ Where you think that the strategy/project/policy could have a positive impact on any of the groups or contribute to promoting equality, equal opportunities or improving relationships within equality characteristics.</li> </ul>				
	Positive impact	Negative impact	No impact	Reason and evidence (provide details of specific groups affected even for no impact)
Age			✓	The entitlement set out in this policy is based on length of service alone.
Disability			✓	The entitlement set out in this policy is based on length of service alone.
Gender			✓	The entitlement set out in this policy is based on length of service alone.

Gender identity			✓	The entitlement set out in this policy is based on length of service alone.
Sexual orientation			✓	The entitlement set out in this policy is based on length of service alone.
Race			✓	The entitlement set out in this policy is based on length of service alone.
Religion or belief			✓	The entitlement set out in this policy is based on length of service alone.

4. If you have indicated there is a negative impact on any group, is that impact:		
Legal? (not discriminatory under anti-discriminatory legislation)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Intended?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Level of impact?	High <input type="checkbox"/>	Low <input type="checkbox"/>
If the negative impact is possibly discriminatory and not intended and/or of high impact you must complete a full equality impact assessment. If not, complete the rest of section one below.		
5. Could you minimise or remove any negative impact that is of low significance? Could you add any additional action to have a positive impact rather than no impact?		
Policy can be available in large print or different language if required; however, it is not considered that this will make any material difference.		
6. If there is no evidence that the strategy, project or policy promotes equality, equal opportunities or improved relations – could it be adapted so that it does? If so, explain how.		
7. Please list the outcome following this equality impact assessment (this could be no changes, some changes, further work needed around particular groups or cease development of the policy).		
Policy can be available in large print or different language if required; however, it is not considered that this will make any material difference.		
Signed:	Date:	