

## **2010/2011 Financial Guideline 05**

### **Revised Salary Scales for Privately Paid Non-Teaching Staff in Voluntary Secondary Schools**

As outlined in JMB Bulletin 15, the Department of Education and Skills has issued Circular 0070/2010 which states that all staff employed in a recognised school must be subject to the pay reductions set out in the Financial Emergency Measures in the Public Interest Act 2009. The reductions apply to all staff employed in a recognised school including all secretarial and administrative staff, caretaking staff and cleaners.

All staff employed in recognised schools are classified as “public servants” solely for the purpose of the Act. The school’s Board of Management is the employer of all school staff and determines their terms and conditions of employment. Nevertheless, the reduction applies regardless of the source of money used to fund the salaries and irrespective of whether or not they are eligible for, or are members of, a public service pension scheme.

In accordance with the Act, reductions in salary should be applied to all school staff with effect from January 1, 2011 as follows:

- 5% on the first €30,000 of salary
- 7.5% on the next €40,000 of salary
- 10% on the balance.

The reductions apply to all basic pay and allowances such as overtime and call-out payments.

**JMB Recommended Salary Scales for Privately Paid  
School Secretaries and Caretakers Applicable from January 1, 2011**

Secretaries				Caretakers	
Grade 111		Grade 1V			
Year	€	Year	€	Year	€
1	21,371	1	26,110	1	24,866
2	22,372	2	28,014	2	25,008
3	23,373	3	29,898	3	25,144
4	24,375	4	31,293	4	25,230
5	24,931	5	33,572	5	25,316
6	26,382	6	34,462	6	25,406
7	26,879	7	35,781	7	25,493
8	28,589	8	37,115	8	25,596
9	29,037	11*	38,322	9	25,678
10	29,900	14**	39,587	10	25,772
11	31,318			11	25,871
12	33,175			12	25,935
15*	34,472			13	26,050

**To calculate weekly rates, divide relevant annual rate by 52.18.**

**To calculate hourly rates, divide weekly rate by 39.**

**The pay of any part-time staff or hourly paid staff should also be reduced on a pro rata basis.**

**The new recommended rate for cleaners is €11.75 per hour. The minimum wage rate will be set at €7.65 per hour from January 1, 2011. All rates of pay listed above are only guidelines and individual schools as private sector employers are entitled to make their own arrangements with individual employees.**

**\*Long Service Increment payable after 3 years**

**\*\*Long Service Increment payable after the next 3 years**

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