

## Financial Guideline 2021/2022 - 12

### Community & Comprehensive Schools

#### **Revised salary rates applicable from 1<sup>st</sup> October 2021 for School secretaries, caretakers and cleaners who have Public Service contracts**

*All salary scales and hourly rates payable to affected staff set out in previous guidelines are superseded by the terms of this guideline with effect from 1 October 2021.*

#### **1. Introduction**

Under the terms of Section 3 of the Building Momentum - A New Public Service Agreement 2021-2022, whole-time annual basic scale salaries will be increased by **1% or €500 whichever is greater** with effect from 1 October 2021.

#### **2. Salary Increase**

The revised rates of salary are based on circular 54/2021. The 1% increase applies to **Department sanctioned clerical, caretakers and cleaning staff**. Circular 54/2021 applies to sanctioned Department staff only paid from the NTP grant.

**Revised salary scales for school secretaries, caretakers and cleaning staff, which are inclusive of the 1% increase, are detailed in [Circular 0054/2021](#).**

#### **3. Deductions**

Deductions from pay which are expressed as a percentage of pay (e.g. union subscriptions) should be recalculated based on the revised rates of pay effective from the 1<sup>st</sup> October 2021.

#### **4. Pensions**

Pensioner's pay was not encompassed by Circular 0054/2021. Details on increases due will be covered later.

## **5. Allowances**

Allowances which are calculated as a specific percentage or specified portion of basic pay should be calculated by reference to the revised rates of pay with effect from 1 October 2021.

On 1 October 2021: Fixed allowances which are not calculated as a specific percentage or specified proportion of basis salary will be increased by 1%.

**Any new allowances introduced after 1 January 2010 will not be increased under this circular.**

## **6. Part-time Department Sanctioned Staff (Fully funded by the Department through the Non Teacher Pay grant)**

The pay of part-time staff should be revised, in accordance with normal arrangements, by reference to the pay of whole-time staff to which they are related for pay purposes.

## **7. School staff funded by the SSSF grant and other funds.**

This increase does **not** apply to secretaries, caretakers, cleaners, etc funded from the SSSF grant and general school funds and paid directly by the board.

Please see appendix A for further details.

## **Reference**

This guideline is based on [Circular 0054/2021](#).

*Further information or clarification on any of the issues raised in this Guideline can be obtained from the FSSU.*

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11<sup>th</sup> November 2021



## Appendix A

RE: Circular 0052/2021 - Revision of salaries of all staff paid directly by a recognised school or ETB with effect from 1 October 2021

I refer to the above named circular which was recently issued in error.

A number of circulars were issued by the Department of Education in relation to a pay increase for public servants in the Education Sector under the national agreement “Building Momentum” which was agreed between the Government and ICTU. The Building Momentum Pay Agreement includes a 1% increase for public servants from 1 October 2021 and the circulars were issued to inform schools and other public bodies of the new pay rates.

Unfortunately, the circular above was issued indicating that the increase applied to certain staff beyond public servants (including grant-funded staff such as school secretaries, caretakers and cleaners). This was an error as this cohort of staff were not due the increase under Building Momentum effective from 1st October 2021 as they are not public servants.

When this error came to the attention of the Department the circular was withdrawn. In that context, Circular 0052/2021 is revoked and Circular 0062/2020 is reinstated. Circular 62/2020 is available on the Gov.ie website at: <https://www.gov.ie/en/circular/c5997-revision-of-salaries-other-staff-paid-by-school-with-effect-from-01-october-2020/>

The Department apologises for any for any confusion or upset caused by this unfortunate error. Can you please ensure that this letter is distributed to all schools under your remit.

Yours sincerely

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Mark Bohan  
Principal Officer  
External Staff Relations

## Treoirlíne Airgeadais 2021/2022 - 12

### Pobalscoileanna agus Scoileanna Cuimsitheacha

**Rátaí athbhreithnithe tuarastail is infheidhme ón 1 Deireadh Fómhair 2021 maidir le Rúnaithe Scoile, Feighlithe agus Glantóirí a bhfuil Conradh Seirbhíse Poiblí acu.**

*Le héifeacht ón 1 Deireadh Fómhair 2021, tiocfaidh téarmaí na treorach seo in ionad na scálaí tuarastail agus na rátaí in aghaidh na huairé go léir ab iníoctha leis na baill foirne atá i gceist, a leagadh amach i dtreoirlíníte roimhe seo.*

#### 1. Réamhrá

Faoi théarmaí Chuid 3 de 'Ag Dul Ó Neart go Neart - Comhaontú nua seirbhíse poiblí, 2021-2022', méadófar tuarastail scála lánaimseartha bhliantúla **1% nó €500, cibé acu is mó**, le héifeacht ón 1 Deireadh Fómhair 2021.

#### 2. Méadú Tuarastail

Is ar Chiorclán 54/2021 atá na rátaí athbhreithnithe tuarastail bunaithe. Baineann an méadú 1% le **baill foirne chléireachais, feighlithe agus glantóirí atá ceadaithe ag an Roinn**. Ní bhaineann Ciorclán 54/2021 ach le baill foirne atá ceadaithe ag an Roinn a íoctar ón Deontas Pá Neamh-Mhúinteora.

**Na scálaí athbhreithnithe tuarastail maidir le rúnaithe scoile, feighlithe agus glantóirí, a bhfuil an méadú 1% san áireamh iontu, leagtar amach i [gCiorclán 0054/2021 iad](#).**

#### 3. Asbhaintí

I gcás asbhaintí ó phá a ríomhtar mar chéatadán de phá (m.sh. síntiúis cheardchumainn), is cóir iad a athríomh bunaithe ar na rátaí leasaithe pá le héifeacht ón 1 Deireadh Fómhair 2021.

#### **4. Pinsin**

Níor bhain Ciorclán 0054/2021 le pá pinsinéirí. Déanfar plé amach anseo leis na méaduithe atá dlite.

#### **5. Liúntais**

Liúntais a ríomhtar mar chéatadán sonrath nó mar chion sonrath de bhunphá, is ceart iad a ríomh trí thagairt do na rátaí athbhreithnithe pá le héifeacht ón 1 Deireadh Fómhair 2021.

An 1 Deireadh Fómhair 2021: Liúntais sheasta nach ríomhtar mar chéatadán sonrath ná mar chion sonrath de bhuntuarastal, méadófar 1% iad.

**Aon liúntais nua a tugadh isteach tar éis an 1 Eanáir 2010, ní thiocfaidh méadú orthu faoin gclár seo.**

#### **6. Baill Foirne Pháirtaimseartha atá Ceadaithe ag an Roinn (Maoinithe go hiomlán ag an Roinn tríd an Deontas Pá Neamh-Mhúinteora)**

Is cóir pá ball foirne páirtaimseartha a leasú de réir na ngnáthshocruithe, trí thagairt do phá na mball foirne lánaimseartha a mbaineann siad leo ó thaobh pá de.

#### **7. Baill foirne scoile arna maoiniú ag an deontas SSSF agus cistí eile.**

Ní bheidh feidhm ag an méadú seo ar rúnaithe, airígh, glantóirí, srl. a mhaoinítear ón deontas SSSF agus ó chistí ginearálta scoile, agus a n-íocann an bord go díreach iad.

Féach aguisín A chun tuilleadh sonraí a fháil.

#### **Tagairt**

Tá an treoirle seo bunaithe ar [Chiorclán 0054/2021](#).

*Is féidir tuilleadh eolais nó soiléiriú a fháil ar aon cheann de na saincheistanna sa Treoirle seo ach dul i dteagmháil le FSSU.*

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An 11 Samhain



## Aguisín A

Maidir le: Ciorclán 0052/2021 - Athbhreithniú ar thuarastail na foirne go léir a íocann scoil aitheanta nó BOO go díreach le héifeacht ón 1 Deireadh Fómhair 2021

Tagraím don chiorclán thuasluaite a eisíodh trí dhearmad le déanaí.

D'eisigh an Roinn Oideachais roinnt ciorclán maidir le hardú pá do sheirbhísigh phoiblí san Earnáil Oideachais faoin gcomhaontú náisiúnta "Ag Dul Ó Neart go Neart," a comhaontaíodh idir an Rialtas agus Comhdháil na gCearrchumann. San áireamh i gComhaontú Pá 'Ag Dul ó Neart go Neart' tá méadú 1% do sheirbhísigh phoiblí ón 1 Deireadh Fómhair 2021 agus eisíodh na ciorcláin chun scoileanna agus comhlachtaí poiblí eile a chur ar an eolas faoi na rátaí nua pá.

Ar an drochuair, tugadh le fios sa chiorclán thuas gur bhain an méadú seo le baill foirne áirithe nach seirbhísigh phoiblí iad (lena n-áirítear baill foirne atá maoinithe le deontas, amhail rúnaithe scoile, airígh agus glantóirí). Earráid ab ea é sin toisc nach raibh an méadú faoi 'Ag Dul ó Neart go Neart' a thiocfaidh i bhfeidhm an 1 Deireadh Fómhair 2021 ag dul don chohórt foirne sin toisc nach seirbhísigh phoiblí iad.

Nuair a thug an Roinn an botún faoi deara, tarraingíodh siar an ciorclán. Sa chomhthéacs sin, tá Ciorclán 0052/2021 cúlghairthe agus tá Ciorclán 0062/2020 i réim arís. Tá Ciorclán 62/2020 le fáil ar láithreán gréasáin Gov.ie ag: <https://www.gov.ie/ga/ciorclan/25f8d-athbhreithniu-tuarastal-na-foirne-uile-a-ioctar-go-direach-ag-scoil-aitheanta-no-bord-oideachais-agus-oiliuna-le-heifeacht-on-1-deireadh-fomhair-2020/>

Gabhann an Roinn leithscéal as aon mhearbhall nó míshástacht a raibh an botún mhí-ámharach seo ina chúis léi. An miste leat a chinntiú go ndéanfar an litir seo a dháileadh ar gach scoil faoi do shainchúram?

Is mise, le meas,

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Mark Bohan  
Príomhoifigeach  
Caidreamh Foirne Seachtraí