

Financial Guideline 2021/2022 - 25

Community & Comprehensive Schools

Revised Salary Rates applicable from 1st February 2022 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All salary scales and hourly rates payable to affected staff set out in previous guidelines are superseded by the terms of this guideline with effect from 1st February 2022.

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% with effect from 1st February 2022.

2. Salary Increase

The revised rates of salary are based on [Circular 07/2022](#). The 1% increase applies to **Department sanctioned clerical, caretakers and cleaning staff**. Circular 07/2022 applies to sanctioned Department staff only paid from the NTP grant.

Revised salary scales for school secretaries and school maintenance staff, which are inclusive of the 1% increase, are detailed in Circular 0007/2022.

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 1st February 2022.

4. Pensions

As per [DPER Circular 10/2021](#) this 1% increase will apply to the public service occupational pension schemes, with the exception of the Single Public Service Pension Scheme. See Appendix A for further details on this.

Please contact the Department of Education's Schools Division Financial if you require further assistance with any pension calculations.

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 1st February 2022.

On 1st February 2022: 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.

Reference

This guideline is based on [Circular 0007/2022](#).

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

Tel: 01-269 0677
info@fssu.ie

16th February 2022

Appendix A

Example of calculating the pension increase

The 1% increase will apply to the public service occupational pension schemes, with the exception of the Single Public Service Pension Scheme.

This essentially means that where there is a 1% increase in the salary there will be a corresponding increase in the pension. Where there is a fixed € amount increase you need to know:

- the point on the scale the individual retired on
- the pension factor used to calculate the pension

For example, Mary retired in 2010 from a grade III clerical officer post on the long service increment. Her pension was calculated on a salary of €39,556, using a factor of 0.42 (39556×0.42), giving an annual pension of €16,613.

In line with previous pay increases her pension at the 30th of September 2021 was based on a salary of €40,590 multiplied by her pension factor of 0.42 = €17,048.

On the 1st October 2021 an increase of €500 was applied to the salary scale, therefore her pension was increased to €41,090 x by her pension factor 0.42 = €17,258.

On the 1st February 2022 Mary is due an increase of 1% on her pension or the current salary per the scale €41,501 x her pension factor of 0.42 = €17,430.

Please contact the Department of Education's Schools Division Financial if you require further assistance with any pension calculations.

Treoirlíne Airgeadais 2021/2022 - 25

Pobalscoileanna agus Scoileanna Cuimsitheacha

Rátaí Leasaithe Tuarastail is infheidhme ón 1 Feabhra 2022 maidir le Rúnaithe Scoile, Feighlithe agus Glantóirí a bhfuil Conradh Seirbhíse Poiblí acu

*Gach scála tuarastail agus ráta in aghaidh na huairé is iníoctha leis an bhfoireann atá i gceist,
mar a leagadh amach sna treoirlínte roimhe seo iad; gabhann téarmaí na treoirlíne seo ina
n-ionad le héifeacht ón 1 Feabhra 2022.*

1. Réamhrá

Faoi théarmaí Chuid 3 de 'Ag Dul Ó Neart go Neart - Comhaontú Nua Seirbhíse Poiblí, 2021-2022', méadófar buntuarastail scála lánaimseartha bhliantúla **1%** le héifeacht ón 1 Feabhra 2022.

2. Méadú Tuarastail

Is ar [Chiorclán 07/2022](#) atá na rátaí tuarastail leasaithe bunaithe. Baineann an méadú 1% le **baill foirne chléireachais, feighlithe agus glantóirí atá ceadaithe ag an Roinn**. Ní bhaineann Ciorclán 07/2022 **ach amháin** le baill foirne atá ceadaithe ag an Roinn a íoctar ón Deontas Pá Neamh-Mhúinteora.

Na scálaí tuarastail leasaithe do rúnaithe scoile agus baill foirne cothabhála scoile, a bhfuil an méadú 1% san áireamh iontu, leagtar amach i gCiorclán 0007/2022 iad.

3. Asbhaintí

I gcás asbhaintí ó phá a shloinntear mar chéatadán de phá (m.sh. síntiúis le ceardchumann), is cóir iad a athríomh bunaithe ar na rátaí leasaithe pá le héifeacht ón 1 Feabhra 2022.

4. Pinsin

De réir [Chiorclán RCPA 10/2021](#) beidh feidhm ag an méadú 1% seo ar scéimeanna

pinsin cheirde na seirbhíse poiblí, cé is moite den Scéim Pinsin Aonair na Seirbhíse Poiblí. Féach Aguisín 1 le haghaidh tuilleadh sonraí faoi seo.

Déan teagmháil le Rannán Airgeadais Scoileanna na Roinne Oideachais má theastaíonn tuilleadh cúnamh uait le haon ríomhanna pinsin.

5. Liúntais

Na liúntais a ríomhtar mar chéatadán sonrath nó mar chion sonraithe de bhunphá, is ceart iad a ríomh trí thagairt do na rátaí pá leasaithe le héifeacht ón 1 Deireadh Fómhair 2022.

An 1 Feabhra 2022: Liúntais sheasta nach ríomhtar mar chéatadán sonrath ná mar chion sonraithe de bhuntuarastal, méadófar 1% iad.

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

6. Baill Foirne Pháirtaimseartha atá Ceadaithe ag an Roinn (lánmhaoinithe 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, feighlithe, glantóirí, srl. a mhaoinítear ón deontas SSSF agus ó chistí ginearálta scoile, agus a n-íocann an bord go díreach iad.

Tagairt

Tá an treoir líne seo bunaithe ar [Chiorclán 0007/2022](#).

Is féidir tuilleadh eolais nó soiléiriú a fháil ar aon cheann de na saincheisteanna sa Treoir líne seo ach dul i dteagmháil le FSSU.

Guthán: 01-269 0677
info@fssu.ie

An 16 Feabhra 2022

Aguisín A

Sampla de méadú pinsin a ríomh

Beidh feidhm ag an méadú 1% seo ar scéimeanna pinsin cheirde na seirbhíse poiblí, cé is moite den Scéim Pinsin Aonair na Seirbhíse Poiblí.

Ciallaíonn sé sin go bunúsach go dtiocfaidh méadú comhfhreagrach 1% ar an bpinsean leis an méadú 1% sa tuarastal. Dá mbeadh méadú de mhéid € seasta ann bíodh a fhios agat:

- an pointe ar an scála ar a ndeachaigh an duine ar scor
- an fachtóir pinsin a úsáidtear chun an pinsean a ríomh

Mar shampla, chuaigh Máire ar scor sa bhliain 2010 ó phost oifigeach cléireachais de ghrád III ar incrimint fadseirbhíse. Ríomhadh a pinsean ar thuarastal €39,556, ach fachtóir 0.42 a úsáid (39556×0.42), ónar tháinig pinsean bliantúil dar luach €16,613.

I gcomhréir le méaduithe pá roimhe seo bhí a pinsean an 30 Meán Fómhair 2021 bunaithe ar thuarastal €40,590 arna iolrú faoina fachtóir pinsin $0.42 = €17,048$.

An 1 Deireadh Fómhair 2021 cuireadh méadú €500 i bhfeidhm ar an scála tuarastail, méadaíodh a pinsean dá réir chuig $€41,090 \times$ a fachtóir pinsin $0.42 = €17,258$.

An 1 Feabhra 2022 beidh méadú 1% dlite do Mháire ar a pinsean nó ar a tuarastal reatha de réir an scála $€41,501 \times$ a fachtóir pinsin $0.42 = €17,430$.

Déan teagmháil le Rannán Airgeadais Scoileanna na Roinne Oideachais má theastaíonn tuilleadh cúnaimh uait le haon ríomhanna pinsin.