



Circular Letter 0006/2022

**To: The Managerial Authorities of Recognised Primary, Secondary,
Community, and Comprehensive Schools**

Building Momentum - A New Public Service Agreement 2021-2022

**Revision of salaries with effect from 1 February 2022 for Clerical Officers and
Caretakers employed in National Schools under the 1978/79 Scheme and
Clerical Officers employed in Post Primary Schools under the 1978 Scheme**

1. The Minister for Education wishes to inform management authorities and Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme and Clerical Officers employed in Post Primary Schools under the 1978 Scheme of revised rates of salary with effect from 1 February 2022.
2. The revised salary rates have been introduced as a result of the Sectoral Bargaining provisions of "Building Momentum - A New Public Service Agreement 2021-2022." The agreed outcome in relation to the Sectoral Bargaining Fund is to apply a 1% increase to all the grades covered by this circular

Salary Increase with effect from 1 February 2022

3. 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 1 February 2022.

Revised salary scales

4. Increased pay scales with effect from 1 February 2022 are set out at Appendix 1.
5. All salary scales payable to Clerical Officers and Caretakers employed in National Schools under the 1978/79 Scheme and Clerical Officers employed in Post Primary Schools under the 1978 Scheme set out in previous Circulars are superseded by the terms of this Circular with effect from 1 February 2022.
6. Overpayments will be dealt with in accordance with the procedures set out in Circular 0084/2015.



Part-time / hourly paid staff

7. Part-time staff - the pay of part-time staff will be revised, in accordance with normal arrangements, by reference to the pay of whole-time staff to which they are related for pay purposes in accordance with this Circular.

Circulation and Queries

8. Please ensure that copies of this circular are provided to all members of the Board of Management and its contents are brought to the attention of all relevant staff in your employment including those on leave of absence.
9. This Circular can be accessed on the Department's website under <https://www.gov.ie/en/circulars/>
10. Enquiries regarding this Circular should be e-mailed to: NTSPayroll@education.gov.ie

Sinead Keenaghan
Principal Officer
Payroll

Mark Bohan
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External Staff Relations

8 February 2022



Appendix 1

Grade III:

Scale Point	Pre-1 January 2011 Entrants 01/02/2022	Post-1 January 2011 Entrants 01/02/2022
1	€ 27,387	€ 25,353
2	€ 28,204	€ 26,985
3	€ 29,394	€ 27,387
4	€ 30,588	€ 28,204
5	€ 31,784	€ 29,394
6	€ 32,649	€ 30,588
7	€ 33,632	€ 31,784
8	€ 34,770	€ 32,649
9	€ 35,578	€ 33,632
10	€ 36,708	€ 34,770
11	€ 37,844	€ 35,578
12	€ 39,983	€ 36,708
13	€ 39,983	€ 37,844
14		€ 39,983
15		€ 39,983
* Long Service Increment	€ 41,501	€ 41,501

* after 3 years satisfactory service at the maximum



Grade IV:

Scale Point	Pre-1 January 2011 Entrants 01/02/2022	Post-1 January 2011 Entrants 01/02/2022
1	€ 32,333	€ 29,545
2	€ 34,347	€ 31,530
3	€ 36,196	€ 32,333
4	€ 37,816	€ 34,347
5	€ 39,380	€ 36,196
6	€ 41,493	€ 37,816
7	€ 43,021	€ 39,380
8	€ 44,574	€ 41,493
9		€ 43,021
10		€ 44,574
* 1st Long Service Increment	€ 46,001	€ 46,001
** 2nd Long Service Increment	€ 47,436	€ 47,436

* after 3 years satisfactory service at the maximum

** after 3 years satisfactory service at the 1st Long Service Increment



CARETAKERS

CARETAKERS IN DUBLIN NATIONAL SCHOOLS	Pre-1 January 2011 Entrants 01/02/2022	Post-1 January 2011 Entrants 01/02/2022
	€ 634.59	€ 579.81
	€ 639.16	€ 593.47
	€ 641.03	€ 634.59
	€ 642.77	€ 639.16
	€ 644.61	€ 641.03
	€ 644.61	€ 642.77
	€ 645.10	€ 644.61
	€ 646.90	€ 644.61
	€ 648.87	€ 645.10
	€ 650.76	€ 646.90
	€ 653.26	€ 648.87
	€ 655.82	€ 650.76
	€ 658.26	€ 653.26
		€ 655.82
		€ 658.26

CARETAKERS IN NATIONAL SCHOOLS OUTSIDE DUBLIN (AND CORK CITY POST 1989)	Pre-1 January 2011 Entrants 01/02/2022	Post-1 January 2011 Entrants 01/02/2022
	€ 637.66	€ 582.59
	€ 641.05	€ 596.05
	€ 644.23	€ 637.66
	€ 644.23	€ 641.05
	€ 644.62	€ 644.23
	€ 646.48	€ 644.23
	€ 648.27	€ 644.62
	€ 650.14	€ 646.48
	€ 652.01	€ 648.27
	€ 654.01	€ 650.14
	€ 655.96	€ 652.01
	€ 658.06	€ 654.01
	€ 659.90	€ 655.96
		€ 658.06
		€ 659.90



CARETAKERS IN NATIONAL SCHOOLS OUTSIDE DUBLIN (and CORK CITY POST 1989)		
PHASE I OF PCW AWARD PAID ONLY	Pre-1 January 2011 Entrants 01/02/2022	Post-1 January 2011 Entrants 01/02/2022
	€ 621.20	€ 562.12
	€ 621.20	€ 575.79
	€ 621.97	€ 621.20
	€ 623.75	€ 621.20
	€ 625.54	€ 621.97
	€ 627.38	€ 623.75
	€ 629.20	€ 625.54
	€ 631.07	€ 627.38
	€ 632.91	€ 629.20
	€ 634.91	€ 631.07
	€ 636.94	€ 632.91
	€ 638.99	€ 634.91
	€ 640.89	€ 636.94
		€ 638.99
		€ 640.89