



Circular Letter 0066/2022

**To: Principal/ Secretary Board of Management of each
Community/Comprehensive School**

**Revision of salaries of Salaries of School Secretaries and School
Maintenance Staff in Community and Comprehensive Schools
under Building Momentum - A New Public Service Agreement
2021-2022 (“The Agreement”)**

Application of pay adjustments due on 2 February 2022 and 1 October 2022

1. The Minister for Education wishes to inform Community/Comprehensive Schools, school secretarial staff and maintenance staff of revised rates of salary as provided for in “Building Momentum - A New Public Service Agreement 2021-2022” as reviewed.
2. This circular sets out the increases due from 2 February 2022 as an amendment to The Agreement and the increases due on 1 October 2022 as provided for under The Agreement.

Salary Increases to be implemented under Building Momentum

3. Following the review of Building Momentum, a 3% pay adjustment was agreed and will be implemented with effect from 2 February 2022.
4. In accordance with Section 3 of Building Momentum, whole-time annual basic scale salaries will be increased by 1% or €500, whichever is greater, with effect from 1 October 2022.
5. Revised salary scales to affected staff with effect from 2 February 2022 and on 1 October 2022 are set out in Appendix 1 below.
6. The pay of part-time staff or hourly paid 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.
7. Payment in respect of overtime rendered on or after 2 February 2022 and 1 October 2022 by members of grades to which this circular applies should be calculated by reference to the revised rates of pay in effect from 2 February 2022 and 1 October 2022.

Allowances

8. The Agreement also provides for increases in allowances in the nature of pay of 3% from 2 February 2022 and 1% from 1 October 2022. 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 2 February 2022 and 1 October 2022

Deductions from pay

9. Deductions from pay which are expressed as a percentage of pay (e.g., income continuance plans, union subscriptions) fall to be recalculated by reference to the revised rates of pay provided for in this letter.

Pensions in payment

1. The principle of pay parity has been agreed up to the end of 2023 in line with the amended agreement under Building Momentum. To determine if an increase is due to pensions in payment, under pre-existing pension schemes, up to end 2022, please refer to the detailed guidance contained in DPER Circulars 20/2017, 02/2018, 19/2019 and 10/2021. Queries with regard to the DPER circulars should be addressed to pensions@per.gov.ie.
2. Single Public Service Pension Scheme ('Single Scheme') pensions are uprated in-line with the Consumer Price Index (CPI). Therefore pensions in payment in respect of former public servants who served in grades to which this circular applies, will not be adjusted with reference to the revisions of basic pay set out in Section 3.

Calculation of arrears to pensions in payment

3. Further information to pension authorities on how to implement these arrears can be found in [DPER Circular 19/2022](#) and any queries arising should be made directly pensions@per.gov.ie.
4. The Pensions of those who are members of a pre-existing public service pension scheme (Non-Single Scheme) which are in payment between 2 February 2022 and 1 October 2022, will be adjusted as appropriate in the normal way, by reference to the revisions of basic pay set out in section 3 of this Circular.
5. The lump sums of staff to which this Circular applies who retired on or after 2 February 2022 will be revised by reference to the revisions of basic pay set out in Section 3 as appropriate.
6. The lump sum of officers in the grades to which this circular applies who retired before 2 February 2022 should not be adjusted.
7. For Single Scheme retirees who were working as public servants on the dates of the revision of basic pay (i.e. 2 February 2022 and/or 1 July 2022 and/or 1 October 2022) and subsequently retired in the period from 2 February 2022 to 1 October 2022, their referable amounts accrued and contribution deductions

owed will be re-calculated. Lump sum and pensions paid will then be adjusted, as appropriate.

8. Final Retirement Benefit Statements and Leaver Statements for Single Scheme members for staff to whom this circular applies, who were working as public servants on the dates of the revision of basic pay and who subsequently retired or left their respective Relevant Authority may also have to be adjusted, as appropriate.

Circulation and Queries

10. 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 affected staff in your employment including those on leave of absence.
11. This Circular can be accessed on the Department's website under <https://www.gov.ie/en/circulars/>
12. Enquiries regarding this Circular should be e-mailed to sdfinfo@education.gov.ie

Tom Deegan
Principal Officer
Schools Financial Division

Mark Bohan
Principal Officer
External Staff Relations

12 October 2022

Appendix 1: PAY SCALES FOR SCHOOL SECRETARIES IN COMMUNITY AND COMPREHENSIVE SCHOOLS WITH EFFECT FROM 1st OCTOBER 2022

Grade III¹:

Scale Point	²Rate from 02/02/22	³New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
1	€28,208	€26,113	€28,708	€26,613
2	€29,050	€27,795	€29,550	€28,295
3	€30,276	€28,208	€30,776	€28,708
4	€31,505	€29,050	€32,005	€29,550
5	€32,737	€30,276	€33,237	€30,776
6	€33,628	€31,505	€34,128	€32,005
7	€34,641	€32,737	€35,141	€33,237
8	€35,813	€33,628	€36,313	€34,128
9	€36,646	€34,641	€37,146	€35,141
10	€37,809	€35,813	€38,309	€36,313
11	€38,980	€36,646	€39,480	€37,146
12	€41,182	€37,809	€41,682	€38,309
13	€41,182	€38,980	€41,682	€39,480
14		€41,182		€41,682
15		€41,182		€41,682
Long Service Increment*	€42,746	€42,746	€43,246	€43,246

** after 3 years satisfactory service at the maximum*

¹ Payroll code: G3 & G3NE

² Pre 01st January 2011 entrants

³ Post 01st Jan 2011 entrants

Grade IV⁴:

Scale Point	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/2022	New Entrant Rate From 01/10/2022
1	€33,303	€30,431	€33,803	€30,931
2	€35,378	€32,476	€35,878	€32,976
3	€37,281	€33,303	€37,781	€33,803
4	€38,950	€35,378	€39,450	€35,878
5	€40,561	€37,281	€41,061	€37,781
6	€42,738	€38,950	€43,238	€39,450
7	€44,312	€40,561	€44,812	€41,061
8	€45,911	€42,738	€46,411	€43,238
9		€44,312		€44,812
10		€45,911		€46,411
Long Service Increment 1*	€47,381	€47,381	€47,881	€47,881
Long Service Increment 2**	€48,859	€48,859	€49,359	€49,359

** after 3 years satisfactory service at the maximum*

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

⁴ Payroll code: G4 & G4NE

PAY OF CARETAKERS IN COMMUNITY & COMPREHENSIVE SCHOOLS OUTSIDE THE DUBLIN AREA (INCLUDING CORK CITY POST 1989)

Caretaker⁵	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
On Recruitment	€ 34,261	€ 31,303	€ 34,761	€ 31,803
after 6 months	€ 34,440	€ 32,014	€ 34,940	€ 32,514
after 1½ years	€ 34,611	€ 34,261	€ 35,111	€ 34,761
after 2½ years	€ 34,611	€ 34,440	€ 35,111	€ 34,940
after 3½ years	€ 34,624	€ 34,611	€ 35,124	€ 35,111
after 4½ years	€ 34,721	€ 34,611	€ 35,221	€ 35,111
after 5½ years	€ 34,816	€ 34,624	€ 35,316	€ 35,124
after 6½ years	€ 34,918	€ 34,721	€ 35,418	€ 35,221
after 7½ years	€ 35,016	€ 34,816	€ 35,516	€ 35,316
after 8½ years	€ 35,118	€ 34,918	€ 35,618	€ 35,418
after 9½ years	€ 35,225	€ 35,016	€ 35,725	€ 35,516
after 10½ years	€ 35,333	€ 35,118	€ 35,833	€ 35,618
after 11½ years	€ 35,434	€ 35,225	€ 35,934	€ 35,725
after 12½ years		€ 35,333		€ 35,833
after 13½ years		€ 35,434		€ 35,934

⁵ Payroll code: MA01 & MA01NE

PAY OF ATTENDANTS IN COMMUNITY & COMPREHENSIVE SCHOOLS OUTSIDE THE DUBLIN AREA

Attendant⁶	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
On Recruitment	€ 33,403	€ 30,522	€ 33,903	€ 31,022
after 6 months	€ 33,583	€ 31,237	€ 34,083	€ 31,737
after 1½ years	€ 33,749	€ 33,403	€ 34,249	€ 33,903
after 2½ years	€ 33,846	€ 33,583	€ 34,346	€ 34,083
after 3½ years	€ 33,945	€ 33,749	€ 34,445	€ 34,249
after 4½ years	€ 34,038	€ 33,846	€ 34,538	€ 34,346
after 5½ years	€ 34,137	€ 33,945	€ 34,637	€ 34,445
after 6½ years	€ 34,235	€ 34,038	€ 34,735	€ 34,538
after 7½ years	€ 34,338	€ 34,137	€ 34,838	€ 34,637
after 8½ years	€ 34,442	€ 34,235	€ 34,942	€ 34,735
after 9½ years	€ 34,547	€ 34,338	€ 35,047	€ 34,838
after 10½ years	€ 34,547	€ 34,442	€ 35,047	€ 34,942
after 11½ years	€ 34,585	€ 34,547	€ 35,085	€ 35,047
after 12½ years		€ 34,547		€ 35,047
after 13½ years		€ 34,585		€ 35,085

⁶ Payroll code: MA07 & MA07NE

**PAY OF CARETAKERS IN COMMUNITY & COMPREHENSIVE SCHOOLS
OUTSIDE THE DUBLIN AREA (INCLUDING CORK CITY POST 1989)
(Non-Members of Pension Scheme)**

Caretaker⁷	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
On Recruitment	€ 34,230	€ 31,275	€ 34,730	€ 31,775
after 6 months	€ 34,411	€ 31,985	€ 34,911	€ 32,485
after 1½ years	€ 34,582	€ 34,230	€ 35,082	€ 34,730
after 2½ years	€ 34,582	€ 34,411	€ 35,082	€ 34,911
after 3½ years	€ 34,599	€ 34,582	€ 35,099	€ 35,082
after 4½ years	€ 34,693	€ 34,582	€ 35,193	€ 35,082
after 5½ years	€ 34,788	€ 34,599	€ 35,288	€ 35,099
after 6½ years	€ 34,888	€ 34,693	€ 35,388	€ 35,193
after 7½ years	€ 34,988	€ 34,788	€ 35,488	€ 35,288
after 8½ years	€ 35,089	€ 34,888	€ 35,589	€ 35,388
after 9½ years	€ 35,195	€ 34,988	€ 35,695	€ 35,488
after 10½ years	€ 35,303	€ 35,089	€ 35,803	€ 35,589
after 11½ years	€ 35,404	€ 35,195	€ 35,904	€ 35,695
after 12½ years		€ 35,303		€ 35,803
after 13½ years		€ 35,404		€ 35,904

⁷ Payroll code: MA02 & MA02NE

**PAY OF ATTENDANTS IN COMMUNITY & COMPREHENSIVE SCHOOLS
OUTSIDE THE DUBLIN AREA (Non-Members of Pension Scheme)**

Attendant⁸	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
On Recruitment	€ 33,374	€ 30,495	€ 33,874	€ 30,995
after 6 months	€ 33,555	€ 31,211	€ 34,055	€ 31,711
after 1½ years	€ 33,722	€ 33,374	€ 34,222	€ 33,874
after 2½ years	€ 33,817	€ 33,555	€ 34,317	€ 34,055
after 3½ years	€ 33,915	€ 33,722	€ 34,415	€ 34,222
after 4½ years	€ 34,013	€ 33,817	€ 34,513	€ 34,317
after 5½ years	€ 34,107	€ 33,915	€ 34,607	€ 34,415
after 6½ years	€ 34,210	€ 34,013	€ 34,710	€ 34,513
after 7½ years	€ 34,308	€ 34,107	€ 34,808	€ 34,607
after 8½ years	€ 34,414	€ 34,210	€ 34,914	€ 34,710
after 9½ years	€ 34,517	€ 34,308	€ 35,017	€ 34,808
after 10½ years	€ 34,625	€ 34,414	€ 35,125	€ 34,914
after 11½ years	€ 34,625	€ 34,517	€ 35,125	€ 35,017
after 12½ years		€ 34,625		€ 35,125
after 13½ years		€ 34,625		€ 35,125

⁸ Payroll code: MA08 & MA08NE

**DUBLIN ZONE GENERAL OPERATIVE PCW AGREEMENT
(Members of contributory pension scheme)**

CARETAKERS⁹	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
1	€ 32,770	€ 29,657	€ 33,270	€ 30,157
2	€ 33,020	€ 30,404	€ 33,520	€ 30,904
3	€ 33,123	€ 32,770	€ 33,623	€ 33,270
4	€ 33,224	€ 33,020	€ 33,724	€ 33,520
5	€ 33,317	€ 33,123	€ 33,817	€ 33,623
6	€ 33,317	€ 33,224	€ 33,817	€ 33,724
7	€ 33,317	€ 33,316	€ 33,817	€ 33,816
8	€ 33,317	€ 33,316	€ 33,817	€ 33,816
9	€ 33,405	€ 33,316	€ 33,905	€ 33,816
10	€ 33,512	€ 33,316	€ 34,012	€ 33,816
11	€ 33,651	€ 33,405	€ 34,151	€ 33,905
12	€ 33,788	€ 33,511	€ 34,288	€ 34,011
13	€ 33,923	€ 33,651	€ 34,423	€ 34,151
14		€ 33,788		€ 34,288
15		€ 33,923		€ 34,423

	From 02/02/2022	From 01/10/2022
Senior Caretaker Allowance	€ 80.05	€ 80.85
Junior Caretaker Allowance	€ 31.21	€ 31.52

	From 02/02/2022	From 01/10/2022
Senior Caretaker allowance for C&C caretakers in Dublin area where shift working arrangements have been approved	€ 77.57	€ 78.35
Junior Caretaker allowance for C&C caretakers in Dublin area where shift working arrangements have been approved	€ 28.73	€ 29.01

⁹ Payroll code: MA03 & MA03NE

**DUBLIN ZONE GENERAL OPERATIVE PCW AGREEMENT
(Non members of contributory pension scheme)**

GENERAL OPERATIVE¹⁰	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
1	€ 32,740	€ 29,631	€ 33,240	€ 30,131
2	€ 32,990	€ 30,378	€ 33,490	€ 30,878
3	€ 33,093	€ 32,740	€ 33,593	€ 33,240
4	€ 33,190	€ 32,990	€ 33,690	€ 33,490
5	€ 33,289	€ 33,093	€ 33,789	€ 33,593
6	€ 33,396	€ 33,190	€ 33,896	€ 33,690
7	€ 33,396	€ 33,289	€ 33,896	€ 33,789
8	€ 33,396	€ 33,396	€ 33,896	€ 33,896
9	€ 33,396	€ 33,396	€ 33,896	€ 33,896
10	€ 33,487	€ 33,396	€ 33,987	€ 33,896
11	€ 33,624	€ 33,396	€ 34,124	€ 33,896
12	€ 33,759	€ 33,487	€ 34,259	€ 33,987
13	€ 33,896	€ 33,624	€ 34,396	€ 34,124
14		€ 33,759		€ 34,259
15		€ 33,896		€ 34,396

CLEANERS

	Rate from 02/02/22	New Entrant Rate from 02/02/22	Rate from 01/10/22	New Entrant Rate from 01/10/22
CLEANER P/T Rate	€16.41	€15.00	€16.66	€15.24

¹⁰ Payroll code: MA04 & MA04NE