Revised Salary Rates applicable from 1st January 2024 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All salary scales and hourly rates payable to affected staff set out in previous guidelines are superseded by the terms of this guideline.

1. Introduction

Under Public Service Agreement 2024-2026, whole-time annual basic scale salaries will be increased by 2.25% or €1,125, whichever is greater, with effect from 1 January 2024.

2. Salary Increase

The revised rates of salary are based on Circular 0037/2024. The increases apply to **Department sanctioned clerical, caretakers and cleaning staff**. Circular 0037/2024 applies to sanctioned Department staff **only** paid from the Non-Teacher Pay grant.

Revised salary scales for school secretaries and school maintenance staff, which are inclusive of the increases, are detailed in Circular 0037/2024.

3. Deductions

Deductions from pay which are expressed as a percentage of pay (e.g., union subscriptions or pension deductions) should be recalculated based on the revised rates of pay effective from the 1st January 2024.

4. Pensions

- The principle of pay parity in pension increases for pre-existing public service schemes has been agreed up to 30th June 2026 in line with the Public Service Agreement 2024-2026.

  Therefore, the increases detailed above 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 on ccfinancial@education.gov.ie.

- The lump sums of relevant employees who have retired since the 1st of January 2024 will need to be revised and the Department of Education's Schools Division Financial should be contacted for this also.

- Pensions for officers who are currently re-employed in the public service and whose pensions were evaluated for Pension Abatement under Section 52 of the Public Service Pensions (Single Scheme and Other Provisions) Act 2012, will need to be re-evaluated in the context of the increases outlined in Circular 0037/2024. A pensioner, not previously subject to abatement, may now be subject to abatement as a result of the increases.

5. Allowances

The Agreement also provides for increases in allowances in the nature of pay of 2.25% from 1st January 2024.

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 January 2024.

6. Part-time Department Sanctioned Staff (fully funded by the Department through the Non-Teacher Pay Grant)

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.

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, unless specified in their contract of employment.

8. Reference

This guideline is based on Circular 0037/2024.

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

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15th April 2024

Appendix A

Example of calculating the pension increase

An increase will apply to the public service occupational pension schemes with effect from the 1st of January 2024, with the exception of the Single Public Service Pension Scheme.

This essentially means that where there is a 2.25% increase in the salary scale, there will be a corresponding increase in the pension. Where there is a fixed € amount (i.e. €1,125) 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 x 0.42), giving an annual pension of €16,613.

In line with previous pay increases, her pension at the 1st of October 2023 was based on a salary of €44,861 multiplied by her pension factor of 0.42 = €18,842.

On the 1st January 2024, Mary is due an increase on her pension, based on the increase to the salary scale of €1,125. Her new annual pension will be the salary per the scale €45,986 x her pension factor of 0.42 = €19,314.

Please contact the Department of Education's Schools Division Financial if you require further assistance with any pension calculations on ccfinancial@education.gov.ie

Rátaí Leasaithe Tuarastail is infheidhme ón 1 Eanáir 2024 maidir le Rúnaithe Scoile, Feighlithe agus Glantóirí a bhfuil Conradh Seirbhíse Poiblí acu

Tiocfaidh téarmaí na treoirlíne seo in ionad na scálaí tuarastail agus na rátaí in aghaidh na huaire go léir ab iníoctha leis na baill foirne atá i gceist, a leagadh amach i dtreoirlínte roimhe seo.

1. Réamhrá

De réir Chomhaontú Seirbhíse Poiblí 2024-2026, méadófar tuarastail bhunscála lánaimseartha bhliantúla 2.25% nó €1,125, cibé acu is mó, le héifeacht ón 1 Eanáir 2024.

2. Méadú Tuarastail

Is ar Chiorclán 0037/2024 atá na rátaí tuarastail leasaithe bunaithe. Baineann na méaduithe le **foireann cléireachais, feighlithe agus glantacháin atá ceadaithe ag an Roinn**. Ní bhaineann Ciorclán 0037/2024 **ach amháin** le foireann cheadaithe de chuid na Roinne a íoctar as an Deontas Pá Neamh-Mhúinteora.

Na scálaí tuarastail leasaithe do rúnaithe scoile agus baill foirne cothabhála scoile, a bhfuil an méadú san áireamh iontu, leagtar amach i gCiorclán 0037/2024 iad.

3. Asbhaintí

Aon asbhaintí ó phá a ríomhtar mar chéatadán de phá (m.sh. síntiúis cheardchumainn nó asbhaintí pinsin), ba cheart iad a athríomh bunaithe ar na rátaí leasaithe pá le héifeacht ón 1 Eanáir 2024.

4. Pinsin

- Comhaontaíodh go mbeidh feidhm ag prionsabal na paireachta pá i méaduithe pinsin maidir le scéimeanna seirbhíse poiblí a bhí ann cheana go dtí an 30 Meitheamh 2026 i gcomhréir le Comhaontú Seirbhíse Poiblí 2024-2026.

  Beidh feidhm dá bhrí sin ag na méaduithe atá sonraithe thuas ar scéimeanna pinsin ceirde na seirbhíse poiblí, cé i moite de Scéim Pinsin Aonair na Seirbhíse Poiblí. Féach **Aguisín A** le haghaidh tuilleadh sonraí maidir leis sin.

Déan teagmháil le Rannán Airgeadais Scoileanna na Roinne Oideachais ag ccfinancial@education.gov.ie má theastaíonn tuilleadh cúnaimh uait le haon ríomhanna pinsin.

- Caithfear cnapshuimeanna na bhfostaithe siúd a chuaigh ar scor ón 1 Eanáir 2024 a athbhreithniú agus ba cheart teagmháil a dhéanamh le Rannán Airgeadais Scoileanna na Roinne Oideachais chuige sin freisin.

- Maidir le pinsin na n-oifigeach atá athfhostaithe faoi láthair sa tseirbhís phoiblí agus a ndearnadh measúnú ar a bpinsin i gcomhair Laghdú Pinsin faoi Alt 52 den Acht um Pinsin na Seirbhíse Poiblí (Scéim Aonair agus Forálacha Eile), 2012, ní mór athmheasúnú a dhéanamh orthu anois i gcomhthéacs na méaduithe atá leagtha amach i gCiorclán 0037/2024. Fiú mura raibh pinsinéir faoi réir laghdú den sórt sin roimhe seo, d'fhéadfadh sé nó sí a bheith faoi réir laghdú anois mar thoradh ar na méaduithe.

5. Liúntais

Foráiltear sa Chomhaontú freisin do mhéaduithe 2.25% ar liúntais trí phá ón 1 Eanáir 2024.

Na liúntais a ríomhtar mar chéatadán sonrach nó mar chion sonraithe de bhunphá, ba cheart iad a ríomh trí thagairt do na rátaí pá leasaithe le héifeacht ón 1 Eanáir 2024.

6. Foireann Pháirtaimseartha atá Ceadaithe ag an Roinn (lánmhaoinithe ag an Roinn tríd an Deontas Pá Neamh-Mhúinteora)

Déanfar 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 ná ó chistí ginearálta scoile, agus a n-íocann an bord go díreach iad, ach amháin má shonraítear a mhalairt ina gconradh fostaíochta.

8. Tagairt

Tá an treoirlíne seo bunaithe ar Chiorclán 0037/2024.

Déan teagmháil le FSSU le tuilleadh eolais nó soiléiriú a fháil ar aon cheann de na saincheisteanna a thagann chun cinn sa Treoirlíne seo.

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15 Aibreán 2024

Aguisín A

Sampla de mhéadú pinsin a ríomh

Beidh feidhm ag méadú ar scéimeanna pinsin ceirde na seirbhíse poiblí le héifeacht ón 1 Eanáir 2024, cé is moite de Scéim Pinsin Aonair na Seirbhíse Poiblí.

Ciallaíonn sé sin go bunúsach, nuair a thiocfaidh méadú 2.25% ar an scála tuarastail, go dtiocfaidh méadú comhfhreagrach ar an bpinsean. Dá mbeadh méadú de mhéid seasta € ann (i.e. €1,125), caithfidh tú na nithe seo a leanas a bheith ar eolas 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 x 0.42), ónar tháinig pinsean bliantúil dar luach €16,613.

I gcomhréir le méaduithe pá roimhe seo, ar an 1 Deireadh Fómhair 2023 bhí a pinsean bunaithe ar thuarastal €44,861 iolraithe faoina fachtóir pinsin 0.42 = €18,842.

Tá méadú ar a pinsean le fáil ag Máire ar an 1 Eanáir 2024, bunaithe ar an méadú €1,125 ar an scála tuarastail. An pinsean bliantúil nua a bheidh aici ná an tuarastal reatha €45,986 x a fachtóir pinsin 0.42 = €19,314.

Déan teagmháil le Rannán Airgeadais Scoileanna na Roinne Oideachais ag ccfinancial@education.gov.ie má theastaíonn tuilleadh cúnaimh uait le haon ríomhanna pinsin.