ELATT PAY SCALE

Scale	Grade	Min	Max	Range	Criteria
Apprentice	T1	National Minimum Wage (NMW), Apprenticeship rate applies to first 12 months, then determined by age. NMW set 1st Oct each year.			New employees taking the formally accredited Apprenticeship Framework in any relevant business area. Rate determined by age: www.gov.uk/national-minimum-wage-rates
Admin / Office	A1	£21,749	£24,797	£3,048	Staff fulfilling administrative and technical roles including operating, maintaining and improving systems, ensuring standards.
	A2	£26,124	£28,939	£2,814	Staff co-ordinating elements of administrative and technical functions including preparing information and reports for external consumption.
	A3	£31,491	£34,306	£2,814	Staff supporting senior staff in administering strategic, financial and confidential issues.
Service Delivery	**Teaching Assistant scale**				
	TA1	£19,104	Based on London Living Wage, updates each October		Teaching Assistant (term-time only, 39 weeks per year): TA without qualification or experience
	TA2	£20,059	Based on TA1 + 5%, updates each October		Teaching Assistant (term-time only, 39 weeks per year): TA with one of qualifications or experience
	TA3	£21,062	Based on TA2 + 5%, updates each October		Teaching Assistant (term-time only, 39 weeks per year): TA with both qualifications and experience
	Trainee Service Delivery scale				
	K1	£23,000	£26,500	£3,500	Trainee Keyworker or Information, Advice and Guidance Advisor
	T1	£23,000	£26,500	£3,500	Trainee Teacher
	Full Service Delivery scale				
	D1	£26,779	£29,593	£2,814	Service delivery staff: · working with learners to achieve outcome targets associated with recruitment and short delivery around information provision, and · involved substantially in liaising and engaging with external community bodies
	D2	£31,100	£34,829	£3,729	Service Delivery staff · working with learners to externally regulated professional standards. · establishing relationships with learners over an extended period · working to meet learning related output targets outcomes and · co-ordinating the delivery of courses and maintaining records and standards.
	D3	£37,251	£40,065	£2,814	Service delivery staff as in D2 above who are highly skilled in their sector delivery area Or, service delivery staff as in D2 above who: · adopt higher targets for learner progression indicators supported by an outstanding record of results in success and progression and consistently good observations Or, service delivery staff as in D2 above who: · co-ordinate the delivery of a major element or contract of our service delivery offer and/or · take responsibility for championing an area of best practice, monitor, maintain and raise standards and co-ordinate quality improvement or staff within a supervisory capacity
Management/ Supervisory	M1	£40,523	£43,338	£2,814	Staff who · co-ordinate the delivery of contracts and liaise with external funders and partners across a departmental area · supervise the activity of a team with formal line management responsibilities and · co-ordinate significant organisational issues
	M2	£43,796	£46,610	£2,814	Staff with · line management responsibility and · significant responsibility for the management, co-ordination, and improvement of a significant section of the business
	M3	£47,318	£50,912	£3,594	Staff with · line management responsibility and · strategic responsibility for the overall management and delivery of a major strategic element of the organisation
Specialist (Trainee)	T2	London Living Wage. LLW set each November: www.livingwage.org.uk			Administrative support responsible to another administrative function
	T3	National Minimum Wage + commission on commercial sales. NMW set each October. Rate determined by age: www.gov.uk/national-minimum-wage-rates			Specialist skills at an emerging level with ability for income generation
Specialist	S1	£27,689	£30,599	£2,910	Staff with specialist skills · applying them to maintain systems and achieve goals for the organisation · taking responsibility for the development of specialist areas of the business. and · taking responsibility for a key function of the organisation for which specific specialist skills are essential
	S2	£32,157	£36,013	£3,856	Staff with specialist skills · applying them to develop and achieve goals for the organisation · co-ordinating a team of staff in the specialist area with or without line management responsibilities
	S3	£38,517	£41,428	£2,910	Staff with specialist skills · taking responsibility for co-ordination and management of a significant area of the organisations business without personnel management or · demonstrate advanced skills in that area

Updated 27.04.2023: addition of T1 and K1; addition of TA1, TA2, TA3