

Gender Pay Gap Report March 2023

Varndean College is dedicated to fostering equality and diversity throughout its employment policies and practices. Equality of pay for work of equal value is a vital element of this broader commitment.

The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 mandates that all employers with 250 or more employees must annually disclose their Gender Pay Gap, sharing the data on government and company websites. These regulations apply to employers in both the public and private sectors. Furthermore, public sector employers must also fulfil a specific equality duty concerning their functions, as outlined in The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

The Varndean College Gender Pay Gap Report has been compiled using software from CINTRA, the college's payroll provider, and is a snapshot of staff salaries. The snapshot date for the public sector is 31 March each year. The following calculations are based on the hourly pay rate established at the snapshot date.

It is worth noting that the report is based on strict data collection criteria to comply with regulations and assumes binary gender terms for men and women. However, Varndean College recognises that not all staff will identify with these gender categories and is committed to improving equality for all staff.

Summary of Results for Varndean College

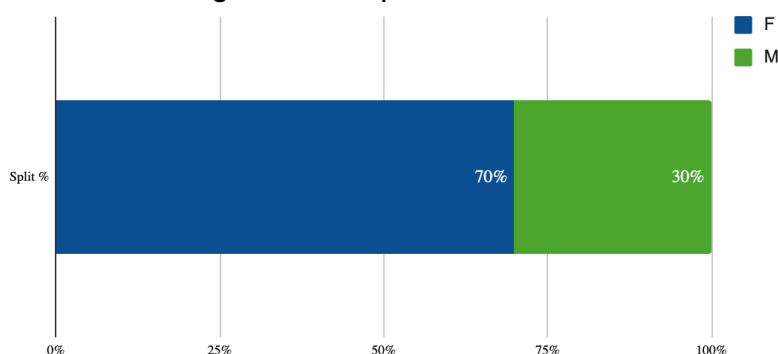
Mean	Median	Lower quartile	Lower middle quartile	Upper middle quartile	Upper quartile
9.53%	18.38%	F 77 % M 23%	F 71% M 29%	F 77% M 23%	F 60% M 40%

On the snapshot date, 303 individuals were on our payroll.

Overall gender split

The percentage of female staff in the college is 70%.

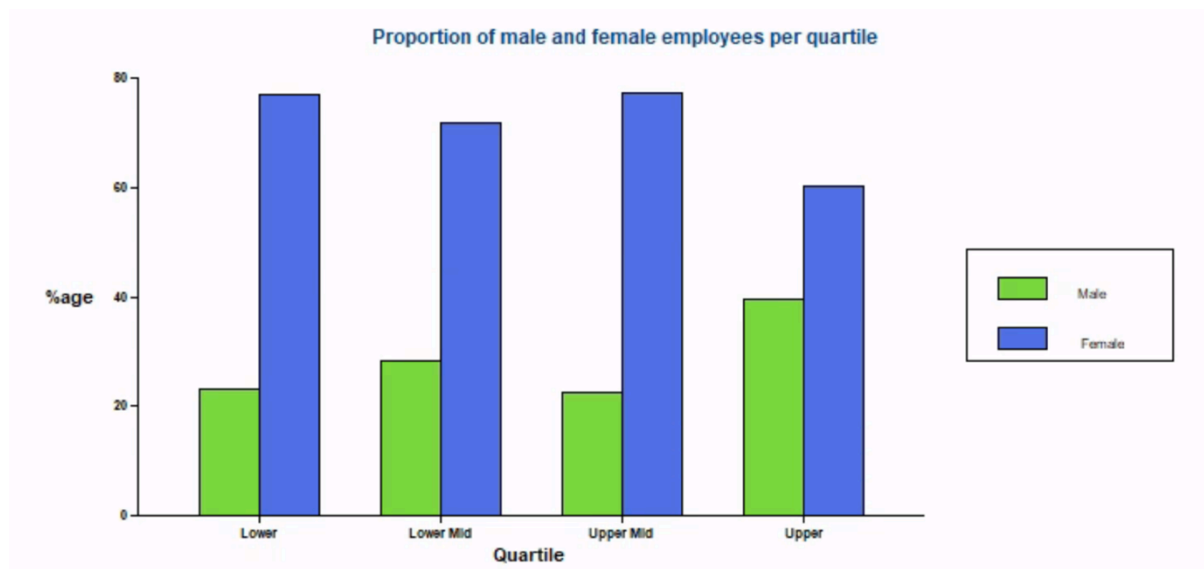
Varndean College Gender Split 31/3/23



The full-pay relevant employee's definition excludes any employees who, during the relevant pay period running up to the snapshot date (typically the previous month or week), are being paid at a reduced rate or not at all.

We removed 38 people on maternity, paternity, adoption, parental, shared parental, or special leave (sabbatical, secondment outside the college), on reduced sick pay, or temporary, seasonal staff not currently working, such as Invigilators. Of these 38 people, 66% were female.

Temporary staff working on an assignment and employed on the snapshot date of 31 March were included.



The overall makeup of staff has a significant proportion of female part-time employees.

Teaching Staff Pay

Teaching staff are appointed to a salary range (NSP) recommended by the Sixth Form Colleges Association (SFCA) and the National Joint Council (NJC) according to their teaching experience and qualifications at the time of their appointment. Following a successful appraisal, teaching staff can expect to increase their salary annually until they reach Programme Leader NSP9.

Responsibility Allowances are allocated to teaching staff taking on additional management roles such as Head of School. The scope of responsibility determines the Responsibility Allowances.

The College is satisfied that male and female teachers of the same experience, qualifications, and length of service will receive the same hourly rate, and it delivers equal pay arrangements for this group of staff.

Support Staff Pay

Salary ranges for Support Staff recommended by the Sixth Form Colleges Association (SFCA) and the National Joint Council (NJC) are determined by the level of responsibility in a role. The College establishes appropriate ranges for roles of broad equivalence at the point a role is first created. Support Staff Managers can request a review of roles within their teams through the Job Evaluation process. Applications are considered first by the HR Director and formally reviewed by the Senior Leadership Team.

The College is satisfied that male and female support staff on the same grade and with the same length of service will receive the same hourly rate for equivalent work. Through this arrangement, the College delivers equal pay arrangements for this group of staff.

Bonus Gap

Mean	Median	Bonus pay by gender
7.50%	14.53%	F 30.77% M 27.27%

Some of our support staff are eligible to receive a 'performance-related' bonus payment called Support Staff Standards Payment (SSSP) under the SFCA terms and conditions of employment. Support staff employed on a permanent or fixed-term contract within one week of the spring term will be eligible to apply for this bonus, which is paid based on satisfactory performance and attendance over the previous year. SSSP is a pro-rated payment based on FTE.

Commentary

This report sets out the scale of the gender pay gap at Varndean College, how it is affected by the different proportions of women in different grades across the College, and the steps Varndean has been and continues to take to reduce the gap further by addressing its causes.

All our employees are paid on nationally negotiated pay scales for staff in Sixth Form Colleges, with annual increments and an annual percentage cost-of-living pay rise. Any adjustments to their pay align with NJC and SFCA guidance and are reflected in their contractual terms.

At Varndean College, our workforce predominantly works part-time, with only 26% of staff working 1 FTE or more. Of our female cohort, only 20% work full-time, compared to 41% of the males. It is worth noting that at the snapshot date, 3.6% of employees were contracted to work more than 1 FTE.

An analysis of the equal pay gap within our teaching grading structure shows fair and equitable salaries by gender within the prescribed salary ranges, with pay differences attributable primarily to the prevalence of part-time workers in our female cohort of teachers. Of our teaching staff, those not on the Leadership scale, 81% are at the top of the scale NSP9. 14% of female teachers are below NSP9 compared with 5% of male teachers.

Many of our support staff work a proportion of the year (known as term time only) but are paid in equal instalments throughout the year, meaning that, for the purposes of this report, even if they work full time during term time, they are still part-time employees, as they work part of the year.

The bonus payment data shows a higher percentage of females receiving a bonus than males, reflecting the number of female support staff. Of those staff eligible for a bonus, the male staff receive a higher bonus, reflecting that there are more full-time, full-year employees in this cohort. Our female cohort has a more significant proportion of part-time workers, and these staff receive a prorated bonus.

Senior Postholders, the College Executive team, and the College Management team equate to 4% of our staff population. The pay progression on the Leadership spine and on responsibility allowance ranges where such allowances are paid depends on meeting the national teaching standards and any responsibility or leadership-specific objectives set the previous year at the appraisal/annual review meeting. It is worth noting that 26.3% of employees on NSP9 receive a responsibility or management allowance, which is awarded on a scaled basis. Of those who receive the highest allowance on the scale, 69% are Male.

We continue to lobby the Sixth Form Colleges Association, the Association of Colleges, and other groups on the future expansion of this report to include non-binary categories.

Key Actions to Narrow the Gender Pay Gap

At Varndean College, we know that more women than men work part-time because they tend to take on more caring responsibilities; as such, we have enhanced our absence policies to consider this. We have enhanced our emergency leave for dependants policy, and for 2024, our Carers Leave is above the mandatory requirement, allowing our staff access to paid time off.

We are committed to supporting the development of aspiring leaders and encouraging our middle managers to track whether men and women have the same:

- Opportunities to demonstrate their abilities, such as engaging in work that enhances their potential for advancement
- Resources for their development and professional support. While we are comfortable that access to training budgets is gender-neutral, it is worth considering whether our female cohort of aspiring leaders needs more support for development—for example, coaching to gain the confidence to take on managerial roles.
- We plan to enhance access to mentors who can provide guidance and advice and sponsors who can help people progress and become more visible.

In the coming year we will undertake a review of our recruitment to promotion roles to ensure that:

- we encourage applications from women and other underrepresented groups
- we disallow single-sex shortlists for advertised posts without a pause in the process
- mandatory unconscious bias and diversity training is undertaken for recruitment and promotion panel members.

The College is committed to improving our understanding of other pay gaps and understanding the impact of intersectionality when addressing the gender pay gap. Next year, the College will publish its ethnicity pay gap for the first time.

Appendix

DEFINITIONS

Relevant Employees: All employees employed by the College on the snapshot date.

Full-pay relevant employees: All employees paid their usual full pay for March 2023. This means that any absent on maternity, shared parental, or sick leave will not be included in some of the statistics if they received less than full pay during the pay period.

Pay period: This is the period in which employees are paid their basic pay. The relevant pay period for this report is the month in which the snapshot dates falls, i.e. March 2023

The median gender pay gap figure: This is the difference between the median man's hourly pay and the median woman's hourly pay. The median for each is the man or woman in the middle of a list of hourly pay ordered from highest to lowest paid.

A median involves listing all the numbers in numerical order. If there is an odd number of values, the median is the middle number. When there is an even number of values, the median is calculated as the average of the two middle numbers.

Medians provide insight into the "average" scenario and are not influenced by extremely high or low hourly pay rates (or bonuses). However, they may not capture all aspects of gender pay gap issues. Notably, they might not effectively identify situations where gender pay gap issues are most prominent among the lowest-paid or highest-paid employees.