



# DEPARTMENT OF EDUCATION

*Rheynn Ynsee*

DIRECTOR OF EDUCATION

*Stiureyder Ynsee*

RALPH COWIN, BSc.

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## SCHOOL MEALS SERVICE

It is hereby agreed that with effect from 1 February 2000, a local agreement in respect of the method of payment is implemented.

All staff employed within the service of meals in schools and the Isle of Man College and, subject to the Whitley Council Memorandum of Agreement (Manual Workers), will from the above date be subject to the provisions of this agreement.

Henceforth, payment of salary is to be of 12 equal monthly instalments with calculations of entitlement to be made annually.

Signed on behalf of the  
Employers Side

*Jean Buckley*.....

Signed on behalf of the  
Employees Side

*C. Dixon*.....

Date: *10th December 1999*

**WHITLEY COUNCIL FOR THE ISLE OF MAN PUBLIC SERVICE**  
**MANUAL WORKERS**

1. The Employers' and Employees' Side of the Whitley Council are agreed that revised pay arrangements should apply to the staff of the School Meals Service employed by the Department of Education.
2. In this regard a revised pay agreement has been agreed locally between management and employees which is attached as Annex A to this Agreement.
3. Further clarification of the revised arrangements and how they are to be implemented is attached as Annex B to this agreement.
4. The date of implementation of this Agreement is 1 February 2000.

Signed on behalf of the  
Employers' Side

.....*George H. Wain*.....

Signed on behalf of the  
Employees' Side

.....*R. Noble*.....

Date .....*17.01.00*.....

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REF: JB/LVS14

19 January 2000

Mr K Crellin  
Assistant Secretary Public Service  
Personnel Office  
Illiam Dhome House  
230 Circular Road  
ISLE OF MAN  
IM1 1PH

Dear Mr Crellin

**Re: Equalised Pay**

Further to our telephone conversation in respect of arrangements in relation to the implementation of equalised pay for school meals staff I am pleased to advise you of the following:-

Concern has been expressed of how changes in pay rates will be addressed. I can confirm that any changes will be dealt with exactly as at present, being calculated and paid to employees as soon as practicable after notification is issued. As you are aware the main reason for employees requesting equalisation of pay is due to the fluctuation in monthly payments. I have enclosed a payment of wages calendar which illustrates quite clearly how these variations come about. Also enclosed is an example of the manner in which each employees pay entitlement is to be calculated to ensure that the correct annual payment divided equally for each month is to be made. You will note that all details of relevance to the employees pay is contained on the sheet including holiday entitlement which may, depending on appointment date, change within the pay year.

I hope the foregoing addresses all concerns which may have arisen in connection with the introduction of equalised pay. However, I would be very pleased to respond to any further queries surrounding this issue if requested.

Yours sincerely



Jean Buckley  
School Meals Organiser

Enc (2)

**SCHOOL MEALS SERVICE  
PAYMENT OF WAGES  
STAFF LOCATED AT MEALS CENTRES 99/2000**

MONTH	WORKING DAYS	BANK HOLIDAYS	ANNUAL HOLIDAYS	HALF PAY DAYS
Sept 99 (return to duty 2nd September)	21			1
October 99 (half term 25th-29th)	16		5	
November 99	22			
December 99 (schools close 17th)	13	4		6
January 2000 (return to duty 4th)	20	1		
February 2000 (Half term 17th - 22nd)	17			4
March 2000	23			
April 2000 (Schools close 14th April)	10	2		8
May 2000 return to duty and schools open 2nd May	21	2		
June 2000	15	1	3 (Half term entitlement ) T.T. Week 5-9	3 (unless required on inset days) 1 or both
July 2000 (Schools close 23rd)	14	1	6	
August 2000 (return to duty Friday 1st Sept 2000)		1	<u>5 weeks holiday entitlement</u> 14 8 @ 1/2 pay <u>4 weeks holiday entitlement</u> 9 13 @ 1/2 pay	

DEPARTMENT OF EDUCATION  
SCHOOL MEALS SERVICE

Calculation of monthly salary from equalised pay agreement

Name :  Grade :

Payroll No. :  Hourly Rate :

Hours per week :  Holiday entitlement

**February 2000 - March 2000**

Date	Working days	Bank holiday	Annual holiday	Half pay retainer	Current pay	Equalised Monthly
Feb-00	17			4	676.49	731.39
Mar-00	23				818.91	731.39
	40	0	0	4	1495.40	1462.78

Proposed difference to be paid 25 February 2000

**April 2000 - March 2001**

Date	Working days	Bank holiday	Annual holiday +TT	Half pay retainer	Current pay	Equalised Monthly
Apr-00	10	2		8	569.68	731.39
May-00	21	2			818.91	731.39
Jun-00	15	1	3	3	729.90	731.39
Jul-00	14	1	6		747.70	731.39
Aug-00		1	14	8	676.49	731.39
Sep-00	21				747.70	731.39
Oct-00	17		5		783.31	731.39
Nov-00	22				783.31	731.39
Dec-00	16	3		2	712.10	731.39
Jan-01	19	1		3	765.50	731.39
Feb-01	16			4	640.89	731.39
Mar-01	22				783.31	731.39
	193	11	28	28	8758.78	

Additional half pay retainer day to standardise year  
Total

**Analysis of elements included in equalised monthly pay**

£	
Basic pay	572.64
Bank Holiday pay	32.64
Annual Holiday pay	83.08
Retainer pay	43.02
	731.39

Whitley Council for the Isle of Man  
Public Service  
(Manual Workers)  
*Coonceil Whitley*

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IM1 1PH

Employers' Side Secretary  
Mrs B. Skillicorn

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Miss J Buckley  
School Meals Organiser  
Department of Education  
Murray House  
Mount Havelock  
Douglas

Our ref: MT1(c)  
Your ref: JB/LVS14

1 February 2000

Dear Miss Buckley

**EQUALISED PAY - SCHOOL MEALS STAFF**

I am pleased to confirm that following the clarification given in your letter of 19 January 2000, the Whitley Council ratified the local agreement between the Department and its school meals staff in relation to equalised pay arrangements.

Yours sincerely



for Secretary  
Employers' Side Whitley Council