



# **Teaching and Learning Responsibilities (TLRs)**

**Procedure for determining and allocating TLR payments for roles within  
the Teaching staff structure**

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## **Teaching and Learning Responsibility Payments (TLRs)**

The Headteacher/Executive Headteacher in conjunction with Education and Standards Manager may award a TLR to a classroom teacher for undertaking a sustained additional responsibility in the context of their teaching staffing structure for the purpose of ensuring the continued delivery of high-quality teaching and learning and for which the teacher is made accountable.

Before awarding a TLR the Headteacher/Executive Headteacher must be satisfied that the teacher's duties include a significant responsibility that is not required of all classroom teachers and that-

- Is focused on teaching and learning
- Requires the exercise of the teacher's professional skill and judgement
- Requires the teacher to lead, manage and develop a subject or curriculum area, or to lead and manage pupil development across the curriculum
- Has an impact on the educational progress of pupils other than the teacher's assigned class or groups of pupils
- Involves leading, developing and enhancing the teaching practice of others

In order to qualify for a TLR payment a Teacher must satisfy all of the above criteria.

In addition, before awarding a TLR1, the Headteacher/Executive Headteacher must be satisfied that the significant responsibility includes line management responsibility for a significant number of people.

In order to qualify for a TLR1 payment a Teacher must satisfy all of the above criteria.

### **In accordance with the School Teachers Pay and Conditions document:**

"Teachers are expected to contribute, both orally and in writing as appropriate, to curriculum development by sharing their professional expertise with colleagues and advising on effective practice. This does not mean that they can be expected to take on the responsibility of, and accountability for, a subject area or to manage other teachers without appropriate additional payment. Responsibilities of this nature should be part of a post that is in the leadership group or linked to a post which attracts a TLR.

### **TLR2**

**To qualify for a payment under TLR2 a teacher must be able to demonstrate the following:**

- Impact beyond their own pupils
- Influencing the teaching practice of others positively
- Accountability for subject/curriculum area

**For details of the current TLR2 values please refer to the relevant STPCD**

## **TLR2a**

At this level, the teacher would be expected to work across the school in delivering the key aspects of the additional responsibility. They would also lead and develop their particular area of responsibility, including curricular areas. Teachers at this level could have responsibility across a small group of staff (without direct line management responsibility) probably within a small to medium size primary school or, in a secondary school, a small to medium sized department. They would be expected to have an input in to the management team although they would not necessarily be on the team on a permanent basis. Their input would be on an ad hoc invitation only basis.

## **TLR2b**

Teachers at this level would fulfil all the above roles and would be a permanent member of the management team in a primary school or in a department or faculty within a secondary school.

## **TLR2c**

As well as the above, at this level, teachers in primary schools would have a role as a senior manager within the school. They may have line management responsibility for a small number of staff or whilst not directly line managing others would have an input throughout the school into the development and practice of groups of staff. In a secondary school, this level of payment could apply to an assistant head of faculty or subject.

## **TLR1**

As well as the three criteria for TLR2 outlined above to qualify for a payment under TLR1 a teacher will have to demonstrate that they have:

- Line management responsibility for a significant number of people

**For details of the current TLR1 values please refer to the school pay policy**

TLR1 cannot be given to someone with a major functional rather than a people management responsibility. The additional criterion for a TLR1 is “includes line management responsibility for a significant number of people.” He/she would have to take on responsibilities for a significant number of people as well as a function.

## **TLR1**

At this level, staff would play a major part in the running of the school, they would have significant direct line management responsibility as outlined above.

## **TLR1a**

At this level, as well as the line management responsibilities, the teacher would be expected to work across the school in delivering the key aspects of the additional responsibility. They would also Lead and develop their particular area of responsibility, including curricular areas.

Teachers at this level would have line management responsibility across a small group of staff probably within a small to medium size primary school or, in a secondary school, a small to medium sized department. They would be expected to have an input in to the management team

although they would not necessarily be on the team on a permanent basis. Their input would be on an ad hoc invitation only basis.

### **TLR1b**

Teachers at this level would fulfil all the above roles, including direct line management responsibility, and would be a permanent member of the management team in a primary school or in a department or faculty within a secondary school.

### **TLR1c**

As well as the above, at this level, teachers in primary schools would have a role as a senior manager within the school. In a secondary school, the Teacher would have input to the management team of the school.

## **Temporary TLR posts**

### **TLR3**

The Headteacher/Executive Headteacher may award a fixed-term third TLR (TLR3) to a classroom teacher for clearly time-limited school improvement projects, or one-off externally driven responsibilities. The duration of the fixed term must be established at the outset and payment should be made on a monthly basis for the duration of the fixed term. Where a TLR3 is awarded to a part-time teacher it must be paid on a pro-rata basis.

**For details of the current TLR3 values please refer to the relevant STPCD**

### **TLR3a**

At this level, Teachers would be expected to be responsible for taking on an additional responsibility over and above that normally expected of a classroom teacher. The impact would be largely within the teachers own area of work but would be retained and used by the school for other staff to use as appropriate.

### **TLR3b**

At this level, Teachers would be expected to develop and be responsible for taking on an additional responsibility over and above that normally expected of a classroom teacher. The impact would be largely within the teachers own area of work, but the teacher would be expected to assist other colleagues as appropriate with the development of similar projects in their own areas.

### **TLR3c**

At this level, the teacher would be expected to work across the department or key stage in delivering the key aspects of the additional responsibility. They would also lead and develop their particular area of responsibility. They would be expected to have an input in to the management team of the department of key stage although they would not necessarily be on the team on a permanent basis. Their input would be on an ad hoc invitation only basis.

## **Pastoral Roles**

TLRs are clearly appropriate to posts of responsibility within a school's curricular structure. The provision of pastoral support to pupils and their families does not fall easily within the criteria for TLRs. However, TLRs can be appropriate to posts which are responsible for leadership and management of pupil development and educational progress across the curriculum of for example, a year group or key stage. Plymouth CAST acknowledges the importance of such roles in the Teaching and Learning of its pupils and ensures that all the duties on the job descriptions for teachers are related to teaching and learning.