

Term Time Adjustment Factors from April 2020 - Officer and Ex-Manual

Weeks Worked	Band 1 - 6		Band 7 - 8		Senior / Principal Officer & Special Salary Grades	
	SCP 1-11		SCP 12-22		Under 5 Years	Over 5 Years
	Under 5 Years	Over 5 Years	Under 5 Years	Over 5 Years		
36	0.790	0.805	0.794	0.805	0.801	0.812
36 + 1 day	0.795	0.809	0.798	0.809	0.805	0.816
36 + 2 days	0.799	0.814	0.803	0.814	0.810	0.821
36 + 3 days	0.804	0.818	0.807	0.818	0.814	0.825
36 + 4 days	0.808	0.822	0.812	0.822	0.819	0.830
37	0.812	0.827	0.816	0.827	0.823	0.834
37 + 1 day	0.817	0.831	0.820	0.831	0.828	0.839
37 + 2 days	0.821	0.836	0.825	0.836	0.832	0.843
37 + 3 days	0.826	0.840	0.829	0.840	0.837	0.848
37 + 4 days	0.830	0.845	0.834	0.845	0.841	0.852
38	0.834	0.849	0.838	0.849	0.846	0.857
38 + 1 day	0.839	0.854	0.842	0.854	0.850	0.861
38 + 2 days	0.843	0.858	0.847	0.858	0.854	0.866
38 + 3 days	0.848	0.863	0.851	0.863	0.859	0.871
38 + 4 days	0.852	0.867	0.856	0.867	0.863	0.875
39	0.856	0.872	0.860	0.872	0.868	0.880
39 + 1 day	0.861	0.876	0.865	0.876	0.872	0.884
39 + 2 days	0.865	0.881	0.869	0.881	0.877	0.889
39 + 3 days	0.870	0.885	0.873	0.885	0.881	0.893
39 + 4 days	0.874	0.890	0.878	0.890	0.886	0.898
40	0.878	0.894	0.882	0.894	0.890	0.902
40 + 1 day	0.883	0.898	0.887	0.898	0.894	0.907
40 + 2 days	0.887	0.903	0.891	0.903	0.899	0.911
40 + 3 days	0.891	0.907	0.895	0.907	0.903	0.916
40 + 4 days	0.896	0.912	0.900	0.912	0.908	0.920
41	0.900	0.916	0.904	0.916	0.912	0.925
41 + 1 day	0.905	0.921	0.909	0.921	0.917	0.929
41 + 2 days	0.909	0.925	0.913	0.925	0.921	0.934
41 + 3 days	0.913	0.930	0.917	0.930	0.926	0.938
41 + 4 days	0.918	0.934	0.922	0.934	0.930	0.943
42	0.922	0.939	0.926	0.939	0.935	0.947
42 + 1 day	0.927	0.943	0.931	0.943	0.939	0.952
42 + 2 days	0.931	0.948	0.935	0.948	0.943	0.956
42 + 3 days	0.935	0.952	0.940	0.852	0.948	0.961
42 + 4 days	0.940	0.957	0.944	0.957	0.952	0.965

Notes

Minimum statutory annual leave increased in April 2020, which has resulted in the alignment of term time factors for officers and ex-manual staff.

TTO Formula:
$$\frac{\text{Working weeks per year} \times 5 \text{ days} \times \text{Employment percent}}{260.71 \text{ (possible working days per year)} - \text{total holiday entitlement in days}}$$

The employee's salary is adjusted by the relevant term time factor above to reflect the number of weeks worked