



Martlesham Playschool, At Gorseland School, Deben Avenue,
 Martlesham, IP5 3QR
 Kesgrave Playschool, Millennium Jubilee Hall, Millennium Way,
 Kesgrave, IP5 2EN
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PLEASE DO NOT REMOVE

ANNUAL STAFF PAY REVIEW POLICY

The staff are paid monthly, in arrears, for work completed – term time.
 There should be an annual review of salaries during the Summer Term. This review should be considered by the Three Officers and Two Business Managers with consideration to the finances of the playschool and the economic climate at the time. A review does not guarantee a pay rise. Any rise is payable from 1st April.

This policy was adopted at a meeting of	Martlesham & Kesgrave Playschools	
Held on (date)		
Signed on behalf of the Management Committee		
Role of signatory (e.g. chairperson etc.)		
This policy was reviewed on		(date)