



Tenterden Schools Trust

Employee Communication: Gender Pay Gap Reporting

We are an employer **required by law** to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

This involves carrying out six calculations that show the difference between the average earnings of men and women in our organisation; it will not involve publishing individual employees data.

We are required to publish the results on our own website and a government website. We will do this within one calendar year of 5th April **2017**.

We can use these results to assess:

- the levels of gender equality in our workplace
- the balance of male and female employees at different levels
- how effectively talent is being maximised and rewarded.

The challenge in our organisation and across Great Britain is to eliminate any gender pay gap.

Further details about how we intend to tackle our gender pay gap can be found by:

- **contacting your HR department**
- **looking at our website**

Gender Pay Reporting requires our organisation to make calculations based on employee gender. We will establish this by **using our existing HR and payroll records**. All employees can confirm and update their records if they choose to by contacting **the HR department**.

You can learn more about Gender Pay Reporting by visiting
www.acas.org.uk/genderpay

