
**CST Gender Pay Gap Summary
For Year ending 31 March 2024**

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1. Summary

This report provides a summary of the gender pay gap reporting requirements, as well as a considered analysis and explanation of the data and findings for Cathedral Schools Trust (CST).

CST is required by law to carry out gender pay gap reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. As an employer with over 250 employees, CST is required to publish statutory pay gap calculations every year.

The following pay gap information is required:

- Gender pay gap (mean and median averages)
- Gender bonus gap (mean and median averages)
- Proportion of men and women receiving bonuses
- Proportion of men and women in each quartile of the organisation's pay structure

This data is presented to the CST Executive Team and Board of Trustees annually to ensure any concerns are reviewed and appropriate actions put in place to address them, where necessary.

2. Background

Cathedral Schools Trust was established in February 2016 to include Bristol Cathedral Choir School (an academy since 2008) and Cathedral Primary School (a free school that opened in 2013). Headley Park Primary School and Victoria Park Primary School joined the trust in August 2017, St Katherine's School joined in January 2019, Stoke Park Primary School joined in June 2019, Trinity Academy was opened by the trust in September 2019, Hotwells Primary School joined in July 2021, St Werburgh's Primary School joined in August 2021, Henleaze Infant and Junior Schools joined in July 2024 and Ashton Gate Primary School joined in September 2024 but are not included in this report.

The employees of these 9 schools as at 31 March 2024, together with those employed to work in the Central Team, are the basis for this report.

School	Phase	Type	Number on roll as at 3 Oct 2023 (census date)	Location
Bristol Cathedral Choir School	Secondary	Academy (C of E designation)	1,163	College Square, Bristol BS1 5TS
Cathedral Primary School	Primary	Free school (Christian ethos)	421	College Square, Bristol BS1 5TS
Victoria Park Primary School	Primary	Academy	414	Atlas Rd, Bristol BS3 4QS
Headley Park Primary School	Primary	Academy	405	Headley Lane, Headley Park, Bristol BS13 7QB
St Katherine's School	Secondary	Academy	1,020	Pill Road, Pill, Bristol BS20 0HU
Stoke Park Primary School	Primary	Academy	209	Brangwyn Grove, Lockleaze, Bristol BS7 9BY
Trinity Academy	Secondary	Free school	807 currently, rising to 1,250 by 2025	Romney Avenue, Lockleaze, Bristol BS7 9BY
Hotwells Primary School	Primary	Academy	132	Hope Chapel Hill, Hotwells, Bristol BS8 4ND
St Werburgh's Primary School	Primary	Academy	388	James Street, St Werburgh's, Bristol BS2 9US

As at the effective date of 31 March 2024, CST employed 772 relevant employees as defined by the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 (2023: 751) of whom 733 met the definition of full-pay relevant employee (2023: 722)

Of those 733 (2023: 722) full-pay relevant employees, 174 (2023:165) identified as male and 559 (2023: 557) identified as female. CST therefore has a gender mix of male:female of 24%:76% (2023: 23%:77%).

3. Reportable Gender Pay Data

WHOLE TRUST	Value (31 March 2024)	Value (31 March 2023) <i>as previously reported</i>	Value (31 March 2022) <i>as previously reported</i>	Value (31 March 2021) <i>as previously reported</i>
Mean Pay Gap	23.1%	25.5%	26.4%	26.9%
Median Pay Gap	30.9%	36.9%	41.1%	41.3%
Mean Bonus Gap	n/a	n/a	n/a	n/a
Median Bonus Gap	n/a	n/a	n/a	n/a
Proportion of males and females receiving a bonus payment	nil% of males and nil% of females.	nil% of males and nil% of females.	1.3% of males and nil% of females.	0.7% of males and nil% of females.
Proportion of males and females in each Quartile Pay Band				
- Lower Quartile	13% male; 87% female	10% male; 90% female	13% male; 87% female	16% male; 84% female
- Lower Middle Quartile	18% male; 82% female	18% male; 82% female	16% male; 84% female	17% male; 83% female

- Upper Middle Quartile	27% male; 73% female	24% male; 76% female	21% male; 79% female	22% male; 78% female
- Upper Quartile	37% male; 63% female	39% male; 61% female	39% male; 61% female	41% male; 59% female

Although we are only required to report the above aggregated data, we have also opted to report the data disaggregated into Teaching and Support roles. The inclusion of disaggregated data is consistent with what we have historically reported and also with the approach of other educational bodies as it is considered to be more meaningful. This is because - as is the case across the Education sector - separate pay scales apply to each group as well as differing full time hours (which form part of the calculation when determining hourly pay).

At 31 March 2024, the 733 full-pay relevant employees employed by CST comprised 328 teachers [33%male:67%female] and 405 support staff [16%male:84%female]; (31 March 2023: 722 full-pay relevant employees comprising 334 teachers [33%male:67%female] and 388 support staff [14%male :86%female]).

TEACHERS	<u>Value (31 March 2024)</u>	<u>Value (31 March 2023)</u> <i>as previously reported</i>	<u>Value (31 March 2022)</u> <i>as previously reported</i>	<u>Value (31 March 2021)</u> <i>as previously reported</i>
Mean Pay Gap	11.9%	12.6%	15.0%	16.1%
Median Pay Gap	5.0%	7.1%	10.1%	8.9%
Proportion of males and females receiving a bonus payment	nil% of males and nil% of females.	nil% of males and nil% of females.	2.1% of males and nil% of females	1.2% of males and nil% of females

Proportion of males and females in each Quartile Pay Band				
- Lower Quartile	28% male; 72% female	30% male; 70% female	22% male 78% female	27% male 73% female
- Lower Middle Quartile	29% male; 71% female	19% male; 81% female	26% male 74% female	22% male 78% female
- Upper Middle Quartile	27% male; 73% female	35% male; 65% female	29% male 71% female	34% male 66% female
- Upper Quartile	49% male; 51% female	48% male; 52% female	54% male 46% female	55% male 45% female

SUPPORT STAFF	<u>Value (31 March 2024)</u>	<u>Value (31 March 2023)</u> <i>as previously reported</i>	<u>Value (31 March 2022)</u> <i>as previously reported</i>	<u>Value (31 March 2021)</u> <i>as previously reported</i>
Mean Pay Gap	8.7%	3.4%	7.1%	6.6%
Median Pay Gap	7.0%	11.6%	3.6%	-0.2%
Proportion of males and females receiving a bonus payment	nil% of males and nil% of females.	nil% of males and nil% of females.	Nil% of males and Nil% of females	Nil% of males and Nil% of females
Proportion of males and females in each Quartile Pay Band				

- Lower Quartile	17% male; 83% female	11% male; 89% female	12% male 88% female	14% male 86% female
- Lower Middle Quartile	9% male; 91% female	8% male; 92% female	14% male 86% female	20% male 80% female
- Upper Middle Quartile	16% male; 84% female	13% male; 87% female	17% male 83% female	18% male 82% female
- Upper Quartile	23% male; 77% female	24% male; 76% female	16% male 84% female	15% male 85% female

4. Gender Pay Data Commentary

CST is committed to the promotion of equality, opportunity and choice for employees and supports the fair treatment of all staff irrespective of all protected characteristics including gender through our transparent recruitment process, Employment Handbook and professional development.

CST applies pay scales to all staff regardless of gender. Separate pay scales are in use for Teaching and Support staff which is the norm across the education sector. As a result, the Gender Pay Data has been presented both for the Trust as a whole and split by each of these employee groups.

CST is proud of its family friendly provisions such as part-time and term-time only working. The flexibility which these provisions offer attracts individuals at all levels but particularly into Support roles, where predominantly females choose to actively seek more flexible work as part of lifestyle choices alongside other responsibilities outside of the workplace.

The gender pay gap is significantly smaller for each of Teaching and Support staff than it is for the Trust as a whole, which reflects the calculation method and the fact that women are disproportionately represented in the (on average) lower paid Support roles: (women make up 84% (2023: 86%) compared with the (on average) higher paid Teaching roles (women make up 67% (2023: 67%)).

For Teachers, a relatively small difference in the average hourly pay rate for males and females is divided by the average male teacher hourly rate, resulting in the

reported percentage variance. For Support staff, there is an even smaller difference between the hourly pay rate of male and female employees but, because this is then divided by the average male support hourly rate that is lower than that for teachers, still results in a discernible percentage variance. For the Trust as a whole, the fact that women are disproportionately represented in the lower paid Support roles, has the effect of widening the difference in the average hourly pay rates, and in turn, the percentage pay gap.

In summary, the CST Gender Pay Gap primarily reflects the workforce composition. Men and women are paid on the same pay scales for the same roles, but the lower paid roles are disproportionately undertaken by women which is one of the key drivers behind the Whole Trust gender pay gap. However, CST recognises that a gender pay gap exists within both Teaching and Support staff groups and continues to actively work to narrow these gaps.

5. Gender Pay Gap Progression since the Last Reporting Date

All staff:

We are pleased to report that this year we have reduced the Trust's mean gender pay gap by a further 2.4% (2023: reduction of 0.9%; 2022: reduction of 0.5%; 2021:reduction of 0.9%; 2020: reduction of 2.7%). This is the fifth consecutive reduction and indicates the ongoing effectiveness of our strategies to narrow the pay gap. We are also particularly pleased to report a significant reduction of 6% in the Trust's median gender pay gap.

The quartiles data indicates that we have increased the proportion of female representation in the highest paid quartile by 2.0 percentage points and this is particularly pleasing against a backdrop of a small increase (1%) in the relative proportion of male to female employees .

Teachers:

We are reporting a narrowing of the gender pay gap for teaching staff on both the mean and median measure, both to lower levels than reported in previous years. This mirrors an increase in female representation in the upper middle quartile (8% increase) and comparable decrease in the lower middle quartile (10% decrease) reflecting successful strategies to develop middle leaders and to encourage career development of female staff after maternity leave, who tend to be the more experienced and therefore higher paid teachers.

Support:

We are reporting a narrowing of the median gender pay gap but a widening of the mean pay gap for support staff. Both measures are skewed to some extent by the relatively few male support staff (65) compared with female support staff (340). This means that the 'weight' of each male hourly pay value is much more significant in each average than that of each female hourly pay value (female values are smoothed by virtue of volume) and this can lead to less meaningful results.

Looking at the quartiles data, we see that the only significant change is in the lower quartile with an increase in male representation. This reflects recruitment of more male invigilators than we have had previously, generating a smaller increase in the male median pay (an increase of 92p) compared to the increase in

female median pay (an increase of 146p). The increase in male representation in lower quartile doesn't impact the mean pay so significantly because there are a handful of senior male staff whose pay pulls up the mean average, more than would be the case for senior female staff because the smaller number of males means each individual has more impact on the average as noted above. Male mean pay (for support staff) increased by 218p this year compared with a 130p increase for females.

6. Identified actions to address the CST Gender Pay Gap

Previously we reported on the CST gender pay gap and we identified a number of measures to address the findings. Our progress in these areas is reviewed by the CST HR Committee and we have seen progress in the following:

- promoting and supporting the return to work for women after maternity leave as well as promoting family leave and flexible working arrangements within the male population to encourage a more even share of part-time working. We have continued to see an increase in the requests for flexible working post maternity and with the male population. In addition an increase in applications for shared parental leave within the first year of birth.
- developing and promoting more flexible opportunities to encourage a higher take up of senior leadership opportunities and recruitment within the female workforce
- developing policy and supporting women who are facing menopausal symptoms

The membership of the menopause forum has increased with awareness and continues to support staff in regular meetings and with a support network and signposting to resources

- appointing a cross trust lead supporting women into leadership

The appointment was made from 1st January 2024. A number of sessions have been set up for current female employees of the Trust over the year including one to one coaching and in person workshops.

This action plan will continue to target the root causes of the gender pay gap within CST by focusing on below for 2023/2025:

- building on foundations established in cross functional groups such as the Equalities Group, to incorporate diverse inputs into policy and process improvements in Women in Leadership and Menopause
- gathering and analysing data around usage of flexible working arrangements in order to further identify areas for improvement
- continue to discuss across all levels of leadership, to ensure that the gender pay gap becomes everyone's responsibility
- continuing to review and improve recruitment processes to reduce the potential for unconscious bias towards genders filling specific roles in our schools, reviewing both job descriptions and person specifications
- work with the women into leadership lead to ensure that we use gender neutral language in our recruitment advertising
- offer targeted workshops and coaching for women on job applications and interview techniques
- embed senior leader and middle leader training for teaching and support staff across the Trust to further promote and enable internal movement within our schools and central team
- consider whether/how to utilise staff questionnaires and exit interviews to identify whether there are any gender-related inhibitors impacting women in their development
- consider how to improve the representation of men at all levels, including how to encourage men into roles where they are under represented eg SMSAs, LSAs, admin staff

In addition we have added to our action plan:

- A review of our family friendly policies to consider enhanced leave and pay e.g paternity leave, carers leave

A detailed analysis of the action plan will happen alongside the March 31 2025 report.

7. Future changes in the underlying calculation method for CST's Gender Pay Gap data

From 1st April 2024, CST contracted with NEO to provide HR and payroll services. NEO now prepare the underlying hourly pay rate data used to calculate the reportable data and this will be used from the next reporting date of 31st March 2025.

There are some differences in the way in which the hourly pay rate is calculated by NEO compared to how it has historically been calculated by CST. The most significant differences are as follows:

- Teachers will be treated as working 1265 hours and therefore hourly pay rate is based on annual salary divided by 1265. Historically, CST have treated teachers as working 32.5 hours all year round, approximately 1695 hours. The new calculation method will increase the calculated hourly pay rate for teachers. Because males make up a higher proportion of teaching staff compared with support staff, this will increase the gender pay gap for the Trust as a whole. Note that there is no guidance on how the hourly pay rate for teachers should be calculated and therefore both methods are equally valid.
- The new calculation method will include all job roles including all casual staff. Historically, CST has excluded casual staff who have not been paid in the year leading up to the snapshot date. Further, the two invigilators roles (standard and lead) will now be treated as two separate roles whereas previously CST treated as a single role and calculated a weighted average hourly pay rate. Both these variations in methodology will mean that the number of reported relevant employees will increase. Further because casual staff (of whom a significant number are invigilators) tend to be lower paid support staff and tend to be disproportionately female, this change in methodology will lead to an increase in the gender pay gap for the Trust as a whole and also for support staff.

- The new calculation method no longer excludes employees on reduced pay (for reasons including sick or family leave) and instead uses the contractual full pay salary to determine the hourly pay rate. This will further increase the number of relevant employees. Because the most common reason for reduced pay is maternity leave, and because this typically relates to more experienced (and higher paid) teaching and support staff, the inclusion of these staff should narrow the pay gap. However, the proportion of non full pay relevant employees is typically below 5% and so any impact will be limited.

For comparison, the data at the snapshot date of 31st March 2024 is restated below (as at 1st April 2024).

Full pay relevant employees	<u>Value (1 April 2024)</u> <i>New method</i>	<u>Value (31 March 2024)</u>
WHOLE TRUST	868	733
Male	195	174
Female	673	559
TEACHERS	369	328
Male	115 (31%)	109 (33%)
Female	254 (69%)	219 (67%)
SUPPORT	499	405
Male	80 (16%)	65 (16%)
Female	419 (84%)	340 (84%)

WHOLE TRUST	<u>Value (1 April 2024)</u> <i>New method</i>	<u>Value (31 March 2024)</u>
Mean Pay Gap	26.0%	23.1%
Median Pay Gap	43.8%	30.9%
Mean Bonus Gap	n/a	n/a
Median Bonus Gap	n/a	n/a
Proportion of males and females receiving a bonus payment	nil% of males and nil% of females.	nil% of males and nil% of females.
Proportion of males and females in each Quartile Pay Band		
- Lower Quartile	14%M 86%F	13%M 87%F
- Lower Middle Quartile	15%M 85%F	18%M 82%F
- Upper Middle Quartile	26%M 74% F	27%M 73% F
- Upper Quartile	35%M 65%F	37%M 63%F

TEACHERS	<u>Value (1 April 2024)</u> <i>New method</i>	<u>Value (31 March 2024)</u>
Mean Pay Gap	12.1%	11.9%
Median Pay Gap	3.6%	5.0%
Proportion of males and females receiving a bonus payment	nil% of males and nil% of females.	nil% of males and nil% of females.

Proportion of males and females in each Quartile Pay Band		
- Lower Quartile	26%M 74%F	28%M 72%F
- Lower Middle Quartile	24%M 76%F	29%M 71%F
- Upper Middle Quartile	29%M 71%F	27%M 73%F
- Upper Quartile	46%M 54%F	49%M 51%F

SUPPORT STAFF	Value (1 April 2024) <u>New method</u>	Value (31 March 2024)
Mean Pay Gap	8.9%	8.7%
Median Pay Gap	8.5%	7.0%
Proportion of males and females receiving a bonus payment	nil% of males and nil% of females.	nil% of males and nil% of females.
Proportion of males and females in each Quartile Pay Band		
- Lower Quartile	14%M 86%F	17%M 83%F
- Lower Middle Quartile	11%M 89%F	9%M 91%F
- Upper Middle Quartile	16%M 84%F	16%M 84%F
- Upper Quartile	23%M 77%F	23%M 77%F

