



GENDER PAY GAP REPORT 2018

Our organisation

Chailey Heritage Foundation is a Sussex-based charity providing a range of education and care services for children and young people with complex physical disabilities and high health needs.

The charity was established in 1903 to educate children with physical disabilities and was a pioneer in the education, medical treatment and care of those with conditions such as tuberculosis, rickets, polio and those affected by the drug 'Thalidomide'. We have now built a national reputation for our work with children and young people with neurological motor impairments, such as cerebral palsy and for our work in communication and developing independence through powered mobility.

Our aim is to provide a stimulating and inclusive environment where all young people are given every opportunity to make progress towards fulfilment and develop life skills in preparation for adulthood.

Our workforce, whether working "hands-on" or in supporting functions, are determined to transform the lives of our children and young people and as an organisation we are committed to ensuring equality in the workplace, regardless of an individual's gender, race, religion or belief, age, marriage or civil partnership, pregnancy/maternity, sexual orientation, gender reassignment or disability.

Summary of Gender Pay Gap as at April 2018

Chailey Heritage Foundation is required by law to publish an annual gender pay gap report. This is our report for the snapshot date of 5 April 2018.

Chailey Heritage Foundation does not pay bonuses, therefore no bonus data is included in this report.

The figures set out in this report have been calculated using the standard methodologies used in the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Gender Pay Data (Mean/Median):

Gross Hourly Rate of Pay	Male	Female	Difference
Mean	£11.73	£11.41	2.66%
Median	£10.14	£9.88	2.52%

Since reporting our 2017 data the mean salary figure for males has decreased (from £12.55 to £11.73 per hour), whilst the mean figure for females has increased (from £11.10 to £11.41 per hour). This has reduced the percentage difference from 13% to 2.66% and has mainly been brought about by the increase in men recruited for lower paid roles (see "Understanding Our Gender Pay Gap").

Conversely, the median figures for men has increased since our 2017 report (from £10.04 to £10.14) and decreased for women (from £9.96 to £9.88). The increase in the median figure for men can be explained by our annual salary review (1% applied in September 2017) and the decrease in the median for women is due to the increased number of staff across the Foundation (465 as opposed to 422, 89.4% of whom are female).

Gender Pay Data (Quartiles):

Quartiles (Gross Hourly Rate of Pay)	Male	Female
£0.00 to £8.90	11.3%	88.7%
£8.91 to £9.88	15.38%	84.62%
£9.89 to £10.78	12.07%	87.93%
£10.78 to £50.68	19.66%	80.34%

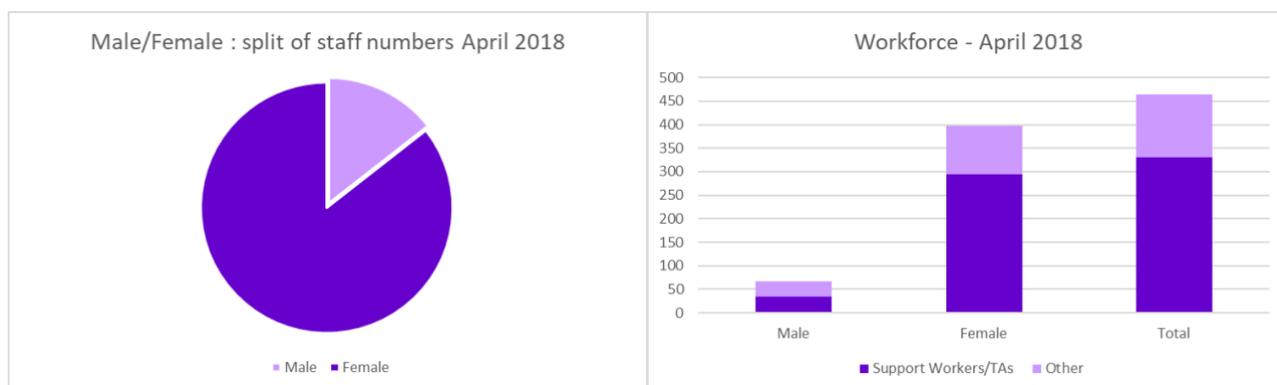
This analysis shows that female employees continue to form the majority of the employees in the lowest quartile, although there has been a shift in the numbers since April 2017 when 91.57% of the employees in the lower quartile were female. In the top quartile, there are almost twice as many men as in the bottom quartile.

Understanding Our Gender Pay Gap

Our workforce in April 2018

As at 5 April 2018 our workforce totalled 465. This number included 175 Social Care Support Workers (of which 16.6% were male and 83.4% were female) and 155 Teaching or Lunchtime Assistants (of which 3.88% were male and 96.12% were female). These numbers included workers who support us on an ad-hoc, sessional basis ("bank workers").

The following charts show the breakdown of our staff as at April 2018:



71% of our staff are support workers either in school or in care services. Nationally, roles in these sectors continue to offer lower salaries than some other areas. Our workforce, particularly amongst Teaching/Lunchtime Assistants in the school and Support Workers in our residential bungalows, is predominantly female (89.4% in April 2018). This is not unusual in the care sector, which tends to attract female workers, and in the voluntary sector more generally where an average of 65% is female.

Improving our understanding of gender pay inequalities

When we reported in 2018 we committed to creating an evidence base, to better understand any gender pay inequalities. This data, for the period 1 May 2017 to 30 April 2018, is detailed below.

Proportion of Male / Female Applications

Total Applications	Applications from Males	Applications from Females
2352	446 (19%)	1,906 (81%)

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Proportion of Males / Females being offered roles

Total Recruited	Males Recruited	Females Recruited
162	27 (17%)	135 (83%)

This data shows that we are still receiving significantly more applications from women than from men, inevitably leading to the recruitment of more female staff. 71% of our staff are employed as teaching assistants or support workers - roles that attract more women than men. For care support workers our workforce is over 83% female while Teaching Assistants are even more likely to be women, attracted by the term time only work and the shorter working day to fit in with their caring responsibilities at home.

Proportion of Males / Females obtaining promotions

Total Promotions	Males Promoted	Females Promoted
5	1 (20%)	4 (80%)

Proportion of Males / Females in senior roles

Senior Leadership Team	Males	Females
7	3 (42.86%)	4 (57.14%)
All Managerial Roles		
33	11 (33.33%)	22 (66.67%)

Internal promotions have been predominantly achieved by women but as the male population of the overall workforce is only 13.8% even a few male employees at the senior levels can have a significant impact on how our gender pay gap data appears. So, although the majority (57.14%) of the executive team is female, the increase in number of males in comparatively higher earning roles considerably affects our overall gender pay gap.

Proportion of Males / Females leaving CHF

Total Leavers	Males Leaving	Females Leaving
143	12 (8%)	131 (92%)

The data shows that a higher percentage of women are leaving their roles (92% of leavers are female) than are joining, whilst a lower percentage of men are leaving than joining. We must carry out greater analysis of leaving reasons to ensure that we have a clear understanding of why employees leave.

Proportion of Males / Females in each pay band

Lower pay band	Males	Females
280	33 (11.79%)	247 (88.21%)
Middle pay band	Males	Females
92	14 (13.64%)	78 (86.36%)
Upper pay band	Males	Females
25	7 (23.8%)	18 (76.20%)

We remain keen to attract male employees into support roles because of the benefits to the young people; it is helpful for them to interact with a diverse group of carers and educators. In this we have been successful, with the number of men employed as Teaching Assistants and in support roles in our residential bungalows having increased slightly; this has had a positive effect on our gender pay gap, reducing the mean from 13% to 2.66%.

Proportion of Males / Females returning from a period of parental leave

	Returned to same role	Did not return	Returned to different role	Still in post after one year
Female	61%	35%	4%	100%
Male	100%			100%

Women are more likely not to return from a period of parental leave (usually maternity leave) than men, and our figures support this. As we run a 24/7 service we often have a variety of family friendly roles available (such as switching from day to night shifts in our residential bungalows) and our data shows that 4% of our female returners have requested a different role to the one they carried out prior to their period of parental leave. We are always happy to discuss changes in roles to retain our highly trained and skilled workforce.

Promoting Equal Opportunities

As an organisation, Chailey Heritage Foundation is committed to equal opportunities for all. We believe in appointing the best candidates into our roles and have a clear policy of paying employees equally for the same or equivalent work, regardless of their gender or other factors covered by the Equality Act 2010. As such, we carry out pay and benefits assessment and evaluate job roles and pay grades as necessary to ensure a fair structure. We are committed to ensuring that there is no gender bias when setting salaries.

Conclusion

Chailey Heritage Foundation is pleased that the mean gender pay gap has reduced significantly since April 2017. The median has however increased slightly (from 0.8% to 2.52%) and we believe this is due to the greater number of employees we now have (increase of 43 from May 2017 to April 2018), the majority of whom are women. We remain confident that our gender pay gap does not stem from paying men and women differently for the same or equivalent work but remains the result of the roles in which men and women work within the organisation and the salaries that these roles attract, although our work to recruit male support workers has shown some success. While the structural aspects of the gendered nature of the industry we work in continues to challenge us in narrowing our gender pay gap, we are committed to working towards this goal, whilst building our organisation as an inclusive, fair and empowering workplace.

Taking Action

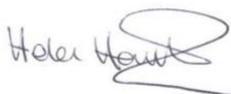
Since the 2017 report we have:

- Built our evidence base in order that we can understand and work to resolve any gender pay inequalities.
- Launched our new benefits package to ensure our staff have access to some of the most exciting and rewarding benefits on offer. The variety of benefits offered include:
 - Discounts on holidays and breaks
 - Healthcare cash plans
 - New and improved Cycle 2 Work scheme
 - Eating out and cinema discounts
 - Car leasing
 - Gym and fitness discounts and more

We are offering this diverse range of benefits in order to provide as much choice as possible to give our current and prospective employees a wide range of benefits to choose from to suit their personal circumstances. We launched these new benefits with a day long event to which all employees were invited and we will monitor take-up and feedback over the coming year.

During the forthcoming year we will:

- Continue to support female middle and senior leaders to progress their careers and encourage women in the wider workforce to develop their skills and achieve their aspirations.
- Create a new benefits page on our website, to which all potential new recruits will be directed. This page will not only include the benefits listed above but also information about our family-friendly policies in order that prospective employees are aware of our commitment to encouraging our employees to build their careers alongside other roles in life. We will use the opportunity of the creation of this webpage to remind our current staff of our commitment to minimising the career obstacles of working parents and carers by alerting them to the page and effectively re-launching our family-friendly policies.
- Analyse exit interview data to better understand why employees, particularly females, are choosing to leave and, where possible, put in appropriate measures to address these reasons.
- Build awareness of unconscious bias, and work to counteract this.
- Continue to seek to attract more male workers to take up support roles.



SIGNED: Helen Hewitt, Chief Executive