



Circular Letter 0060/2026

**To: Principal/ Secretary Board of Management of each
Community/Comprehensive School**

**Revision of Salaries of School Secretaries and School Maintenance
Staff in Community and Comprehensive Schools under the Public
Service Agreement 2024 – 2026**

Application of pay adjustments with effect from 01 June 2026

Introduction

1. The Minister for Education and Youth wishes to inform management authorities of revised rates of salary and allowances of School Secretaries and School Maintenance Staff in Community and Comprehensive Schools with effect 01 June 2026 in accordance with the Public Service Agreement 2024 – 2026.
2. This circular sets out the increases to pay due on 01 June 2026 as provided for under the Agreement.

Salary increases to be implemented under Public Service Agreement 2024-2026

3. Under Public Service Agreement 2024-2026, a 1% pay adjustment was agreed and will be implemented with effect from 01 June 2026.
4. In accordance with Section 3.1 of the Public Service Agreement whole-time annual basic scale salaries will be increased by 1% with effect from 01 June 2026.
5. The revised salary scales to affected staff are set out at Appendix 1.
6. All salary scales payable to School Secretaries and School Maintenance Staff in Community and Comprehensive Schools set out in previous Circulars are superseded by the terms of this Circular with effect from 01 June 2026.
7. Overpayments will be dealt with in accordance with the procedures set out in Circular 0084/2015.
8. The pay of part-time staff will be revised, in accordance with normal arrangements, by reference to the pay of whole-time staff to which they are related for pay purposes in accordance with this Circular.

Allowances

9. The Agreement also provides for increases to allowances in the nature of pay of 1% from 01 June 2026. Allowances which are calculated as a specific percentage or specified portion of basic pay should be calculated by reference to the revised rates of pay with in effect from 01 June 2026.

Deductions from Pay

10. Deductions from pay which are expressed as a percentage of pay (e.g., income continuance plans, union subscriptions) fall to be recalculated by reference to the revised rates of pay provided for in this letter.

Pension Increases

11. The principle of pay parity in pension increases for pre-existing public service schemes¹ has been agreed up to 30 June 2026 in line with the Public Service Agreement 2024-2026. Civil service pension increases should be passed on to pensions in line with that policy. Guidance on the methodology for calculating these pension increases is appended to 24 September 2024's letter to HR Managers / Pension Administrators²
12. Single Public Service Pension Scheme ('Single Scheme') pensions are updated in line with the Consumer Price Index (CPI), subject to a separate instruction from the Department of Public Expenditure NDP Delivery and Reform. Therefore, Single Scheme pensions in payment in respect of former public servants who served in grades to which this circular applies will not be adjusted with reference to the revisions of basic pay set out in this Circular.

Pension revisions for pre-existing public service pension schemes

13. The pensions of those who are members of a pre-existing public service pension scheme (Non-Single Scheme) which are in payment from 01 June 2026 in respect of former Public Servants who served in grades to which this circular applies, will be adjusted as appropriate in the normal way, by reference to the revisions of basic pay set out in this Circular. Departments/Offices which, under delegated authority, grant pensions and lump sums may, subject to any necessary prior consultation with this Department, revise pension payments strictly in accordance with this circular.
14. The lump sums of the officers in the grades to which this Circular applies who retired on or after 01 June 2026 should also be revised by reference to the revisions of basic pay set out in this circular as appropriate. Deductions from lump sums in respect of non-periodic contributions (such as under Spouses and Children's Pension Schemes) should also be adjusted in these cases. The lump sum of officers in the grades to which this circular applies who retired before 01 June 2026 should not be adjusted.

¹ Pre-existing Public Service Pension schemes, as defined in the Public Service Pensions (Single Scheme and Other Provisions) Act 2012.

² Application of 'Pay Parity' as Pension Increase Policy, in line with the Public Service Agreement 2024-2026"; available at <https://www.gov.ie/en/circulars/>

15. Pensions for officers who retired after 01 June 2026 which were evaluated for the Pension Benefit Cap³ under Section 52 of the Public Service Pensions (Single Scheme and Other Provisions) Act 2012, will need to be re-evaluated in the context of the increases outlined in this circular.
16. Pensions for officers who are currently re-employed in the public service and whose pensions were evaluated for Pension Abatement⁴ under Section 52 of the Public Service Pensions (Single Scheme and Other Provisions) Act 2012, will need to be re-evaluated in the context of the increases outlined in this circular. A pensioner, not previously subject to abatement, may now be subject to abatement as a result of the increases.

Pension revisions for the Single Public Service Pension Scheme

17. For Single Scheme pensioners who were working as public servants (in grades to which this circular applies) on 01 June 2026 and subsequently retired in the period from 01 June 2026 until such date as this pay adjustment takes effect, their referable amounts accrued, and contribution deductions owed will be re-calculated. Lump sum and pensions paid will then be adjusted, as appropriate.

This aforementioned calculation should also be undertaken by Relevant Authorities for the following classes:

- Cost-Neutral Early Retirement (CNER)
- Ill-Health Retirement (including Short Service Gratuity)
- Pension Adjustment Orders (PAOs)
- Death-in-Service (Spouse / Partner / Eligible Child)
- Death Gratuity
- Any other relevant cases

Final Retirement Benefit Statements and Leaver Statements for Single Scheme members in the grades to which this circular applies, who were working as public servants on the dates of the revisions of basic pay and who subsequently retired or left their respective Relevant Authority may also have to be adjusted, as appropriate.

Please note that, as previously stated, the lump sum and pensions of officers in the grades to which this circular applies who retired before 01 June 2026 should not be adjusted.

Circulation and queries

18. Please ensure that copies of this Circular are provided to all members of the Board of Management and its contents are brought to the attention of all affected staff in your employment including those on leave of absence.

³ Circular 13/2020 Guidance on the application of the Pensions Benefit Cap under section 52 (6) and (7) of the Public Service Pensions (Single Scheme and Other Provisions) Act 2012.

⁴ Circular 24/2022 Guidance on the application of Abatement of Public Service Occupational Pensions.

19. This Circular can be accessed on the Department's website under <https://www.gov.ie/en/circulars/>
20. Enquiries regarding this Circular should be e-mailed to sdfinfo@education.gov.ie

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Appendix 1:

PAY SCALES FOR SCHOOL SECRETARIES IN COMMUNITY AND COMPREHENSIVE SCHOOLS WITH EFFECT FROM 01 JUNE 2026

Grade III⁵:

Scale Point	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
1	€34,137	€31,935
2	€35,021	€33,702
3	€36,310	€34,137
4	€37,602	€35,021
5	€38,896	€36,310
6	€39,833	€37,602
7	€40,897	€38,896
8	€42,128	€39,833
9	€43,004	€40,897
10	€44,227	€42,128
11	€45,458	€43,004
12	€47,771	€44,227
13	€47,771	€45,458
14		€47,771
15		€47,771
Long Service Increment*	€49,414	€49,414

** after 3 years satisfactory service at the maximum*

⁵ Payroll code: G3 & G3NE

Grade IV⁶:

Scale Point	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
1	€39,490	€36,473
2	€41,672	€38,621
3	€43,671	€39,490
4	€45,425	€41,672
5	€47,119	€43,671
6	€49,406	€45,425
7	€51,061	€47,119
8	€52,762	€49,406
9		€51,061
10		€52,762
Long Service Increment 1*	€54,367	€54,367
Long Service Increment 2**	€56,015	€56,015

** after 3 years satisfactory service at the maximum*

*** after 3 years satisfactory service at the 1st Long Service Increment*

⁶ Payroll code: G4 & G4NE

**PAY OF CARETAKERS IN COMMUNITY & COMPREHENSIVE SCHOOLS
OUTSIDE THE DUBLIN AREA (INCLUDING CORK CITY POST 1989)**

Caretaker⁷	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
On Recruitment	€40,498	€37,389
after 6 months	€40,686	€38,136
after 1½ years	€40,866	€40,498
after 2½ years	€40,866	€40,686
after 3½ years	€40,880	€40,866
after 4½ years	€40,981	€40,866
after 5½ years	€41,081	€40,880
after 6½ years	€41,189	€40,981
after 7½ years	€41,292	€41,081
after 8½ years	€41,398	€41,189
after 9½ years	€41,511	€41,292
after 10½ years	€41,624	€41,398
after 11½ years	€41,729	€41,511
after 12½ years		€41,624
after 13½ years		€41,729

⁷ Payroll code: MA01 & MA01NE

**PAY OF ATTENDANTS IN COMMUNITY & COMPREHENSIVE SCHOOLS
OUTSIDE THE DUBLIN AREA**

Attendant⁸	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
On Recruitment	€39,596	€36,569
after 6 months	€39,785	€37,320
after 1½ years	€39,960	€39,596
after 2½ years	€40,061	€39,785
after 3½ years	€40,165	€39,960
after 4½ years	€40,264	€40,062
after 5½ years	€40,367	€40,166
after 6½ years	€40,471	€40,264
after 7½ years	€40,579	€40,368
after 8½ years	€40,688	€40,471
after 9½ years	€40,798	€40,579
after 10½ years	€40,798	€40,688
after 11½ years	€40,837	€40,798
after 12½ years		€40,798
after 13½ years		€40,837

⁸ Payroll code: MA07 & MA07NE

**PAY OF CARETAKERS IN COMMUNITY & COMPREHENSIVE SCHOOLS
OUTSIDE THE DUBLIN AREA (INCLUDING CORK CITY POST 1989)
(Non-Members of Pension Scheme)**

Caretaker⁹	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
On Recruitment	€40,466	€37,360
after 6 months	€40,656	€38,108
after 6 months	€40,835	€40,466
after 1½ years	€40,835	€40,655
after 2½ years	€40,853	€40,835
after 3½ years	€40,950	€40,835
after 4½ years	€41,051	€40,854
after 5½ years	€41,158	€40,950
after 6½ years	€41,263	€41,052
after 7½ years	€41,369	€41,158
after 8½ years	€41,480	€41,263
after 9½ years	€41,592	€41,369
after 10½ years	€41,699	€41,479
after 11½ years		€41,592
after 12½ years		€41,699

⁹ Payroll code: MA02 & MA02NE

**PAY OF ATTENDANTS IN COMMUNITY & COMPREHENSIVE SCHOOLS
OUTSIDE THE DUBLIN AREA (Non-Members of Pension Scheme)**

Attendant¹⁰	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
On Recruitment	€39,565	€36,539
after 6 months	€39,757	€37,294
after 6 months	€39,933	€39,565
after 1½ years	€40,031	€39,757
after 2½ years	€40,133	€39,933
after 3½ years	€40,237	€40,031
after 4½ years	€40,334	€40,133
after 5½ years	€40,445	€40,237
after 6½ years	€40,547	€40,334
after 7½ years	€40,659	€40,445
after 8½ years	€40,766	€40,547
after 9½ years	€40,880	€40,659
after 10½ years	€40,880	€40,766
after 11½ years		€40,880
after 12½ years		€40,880

¹⁰ Payroll code: MA08 & MA08NE

**DUBLIN ZONE GENERAL OPERATIVE PCW AGREEMENT
(Members of contributory pension scheme)**

CARETAKERS¹¹	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
1	€38,930	€35,660
2	€39,193	€36,444
3	€39,301	€38,930
4	€39,407	€39,193
5	€39,504	€39,301
6	€39,504	€39,407
7	€39,504	€39,504
8	€39,504	€39,504
9	€39,597	€39,504
10	€39,708	€39,504
11	€39,857	€39,597
12	€40,000	€39,708
13	€40,143	€39,857
14		€40,000
15		€40,143

	From 01/06/2026
Senior Caretaker Allowance	€90.85
Junior Caretaker Allowance	€35.41

	From 01/06/2026
Senior Caretaker allowance for C&C caretakers in Dublin area where shift working arrangements have been approved	€88.03
Junior Caretaker allowance for C&C caretakers in Dublin area where shift working arrangements have been approved	€32.60

¹¹ Payroll code: MA03 & MA03NE

**DUBLIN ZONE GENERAL OPERATIVE PCW AGREEMENT
(Non-members of contributory pension scheme)**

GENERAL OPERATIVE¹²	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
1	€38,899	€35,631
2	€39,162	€36,416
3	€39,270	€38,899
4	€39,372	€39,162
5	€39,476	€39,270
6	€39,588	€39,372
7	€39,588	€39,476
8	€39,588	€39,588
9	€39,588	€39,588
10	€39,684	€39,588
11	€39,828	€39,588
12	€39,970	€39,684
13	€40,114	€39,828
14		€39,970
15		€40,114

CLEANERS

	Rate from 01/06/2026	New Entrant Rate from 01/06/2026
CLEANER P/T Rate	€19.46	€17.97

¹² Payroll code: MA04 & MA04NE