Understanding your back-pay in December 2025

Contents

Introduction

Your December 2025 payslip will reflect an uplift in your salary and other payments for December, and it'll also include back-pay for the four months between August and November 2025. The following guidance explains how this will look on your December 2025 payslip.

Back-pay due – August to November 2025

Back-pay calculated for basic pay and other pay elements for the period between August to November is:

1. Displayed under the '**Earnings**' header on your payslip
2. Recorded as **'Retroactive'** entries.

If you received a manual adjustment to your pay between August and November, processed under the element "Misc Adjust 299", you'll see any back pay due for this:

1. Displayed under the '**Other Earnings**' header further down your payslip
2. Recorded as a single entry under '**Misc Adjust 299**'.

See some example payslips on page two to understand this further.

Questions

More information about the 2025 to 2026 pay award is available on the Learning and Teaching pay award pages on our website. We've also added a detailed information guide for employees which should be able to answer any questions that you have.

HR will carry out a significant number of checks for the pay award, and back-payments being paid to colleagues in December 2025. If you believe there's a genuine error in your December pay, we ask that you please check online guidance before contacting askHR. If you need to contact askHR we ask that you please clearly identify where you believe there's an error so this can be investigated by the team.

Example payslip 1: Monthly uplift to salary and back pay

Assignment Details		
Job	Temporary Primary Teacher	Assignme

Earnings	
Description	**This Payslip (£)**
Basic Pay TEACH	3,549.25
Basic Pay TEACH Retroactive	145.25
Total Earnings	**3,694.50**
Pay Details	

1. New monthly salary (December)
2. Back-pay due for salary (August to November)

Example payslip 2: Colleague with a manual adjustment to pay between August and November

Assignment Details		
Job	Temporary Primary Teacher	Assignme

Earnings	
Description	**This Payslip (£)**
Basic Pay TEACH	3,549.25
Basic Pay TEACH Retroactive	145.25
Total Earnings	**3,694.50**
Pay Details	

1. New monthly salary (December)
2. Back-pay due for salary (August to November)

Other Earnings		
Description	**Hours**	**This Payslip (£)**
MISC ADJUST 299	0.00	414.16
Total Earnings	**0.00**	**414.16**

Back-pay due for manual adjustment to pay made between August and November