

Payrun Schedules 2023/24

Four Weekly Schedules (0407FW)

Week	Service Deadline	Deadline (including myTeam Closure)	Run Date	Actual Pay Date	Pay Period Covered			Closed from*	Open from
4	11-Apr-23	18-Apr-23	25-Apr-23	2-May-23	9-Apr-23	to	6-May-23	19/04/2023	27/04/2023
8	9-May-23	16-May-23	23-May-23	30-May-23	7-May-23	to	3-Jun-23	17/05/2023	25/05/2023
12	6-Jun-23	13-Jun-23	20-Jun-23	27-Jun-23	4-Jun-23	to	1-Jul-23	14/06/2023	22/06/2023
16	4-Jul-23	11-Jul-23	18-Jul-23	25-Jul-23	2-Jul-23	to	29-Jul-23	12/07/2023	20/07/2023
20	1-Aug-23	8-Aug-23	15-Aug-23	22-Aug-23	30-Jul-23	to	26-Aug-23	09/08/2023	17/08/2023
24	29-Aug-23	5-Sep-23	12-Sep-23	19-Sep-23	27-Aug-23	to	23-Sep-23	06/09/2023	14/09/2023
28	26-Sep-23	3-Oct-23	10-Oct-23	17-Oct-23	24-Sep-23	to	21-Oct-23	04/10/2023	12/10/2023
32	24-Oct-23	31-Oct-23	7-Nov-23	14-Nov-23	22-Oct-23	to	18-Nov-23	01/11/2023	09/11/2023
36	21-Nov-23	28-Nov-23	5-Dec-23	12-Dec-23	19-Nov-23	to	16-Dec-23	29/11/2023	07/12/2023
40	6-Dec-23	13-Dec-23	20-Dec-23	9-Jan-24	17-Dec-23	to	13-Jan-24	14/12/2023	22/12/2023
44	16-Jan-24	23-Jan-24	30-Jan-24	6-Feb-24	14-Jan-24	to	10-Feb-24	24/01/2024	01/02/2024
48	13-Feb-24	20-Feb-24	27-Feb-24	5-Mar-24	11-Feb-24	to	9-Mar-24	21/02/2024	29/02/2024
52	8-Mar-24	15-Mar-24	22-Mar-24	2-Apr-24	10-Mar-24	to	6-Apr-24	16/03/2024	26/03/2024

Red denotes date change from normal scheduled date

*locked down close of business on deadline date

Perm Teachers Monthly Schedules (0410MO)

Month	Service Deadline	Deadline (including myTeam Closure)	Run Date	Actual Pay Date	Pay Period Covered			Closed from*	Open from
1	10-Apr-23	14-Apr-23	20-Apr-23	27-Apr-23	1-Apr-23	to	30-Apr-23	15-Apr-23	22-Apr-23
2	8-May-23	12-May-23	18-May-23	25-May-23	1-May-23	to	31-May-23	13-May-23	20-May-23
3	12-Jun-23	16-Jun-23	22-Jun-23	29-Jun-23	1-Jun-23	to	30-Jun-23	17-Jun-23	24-Jun-23
4	10-Jul-23	14-Jul-23	20-Jul-23	27-Jul-23	1-Jul-23	to	31-Jul-23	15-Jul-23	22-Jul-23
5	7-Aug-23	11-Aug-23	17-Aug-23	24-Aug-23	1-Aug-23	to	31-Aug-23	12-Aug-23	19-Aug-23
6	11-Sep-23	15-Sep-23	21-Sep-23	28-Sep-23	1-Sep-23	to	30-Sep-23	16-Sep-23	23-Sep-23
7	9-Oct-23	13-Oct-23	19-Oct-23	26-Oct-23	1-Oct-23	to	31-Oct-23	14-Oct-23	21-Oct-23
8	6-Nov-23	10-Nov-23	16-Nov-23	23-Nov-23	1-Nov-23	to	30-Nov-23	11-Nov-23	18-Nov-23
9	4-Dec-23	8-Dec-23	14-Dec-23	21-Dec-23	1-Dec-23	to	31-Dec-23	9-Dec-23	16-Dec-23
10	8-Jan-24	12-Jan-24	18-Jan-24	25-Jan-24	1-Jan-24	to	31-Jan-24	13-Jan-24	20-Jan-24
11	5-Feb-24	9-Feb-24	15-Feb-24	22-Feb-24	1-Feb-24	to	29-Feb-24	10-Feb-24	17-Feb-24
12	11-Mar-24	15-Mar-24	21-Mar-24	28-Mar-24	1-Mar-24	to	31-Mar-24	16-Mar-24	23-Mar-24

Red denotes date change from normal scheduled date

*locked down close of business on deadline date

Supply Teachers Monthly Schedules (0411MO)

Month	Service Deadline	Deadline (including myTeam Closure)	Run Date	Actual Pay Date	Pay Period Covered			Closed from*	Open from
1	24-Mar-23	31-Mar-23	5-Apr-23	14-Apr-23	1-Mar-23	to	31-Mar-23	2-Apr-23	7-Apr-23
2	21-Apr-23	28-Apr-23	4-May-23	12-May-23	1-Apr-23	to	30-Apr-23	30-Apr-23	9-May-23
3	19-May-23	26-May-23	2-Jun-23	9-Jun-23	1-May-23	to	31-May-23	28-May-23	5-Jun-23
4	23-Jun-23	30-Jun-23	7-Jul-23	14-Jul-23	1-Jun-23	to	30-Jun-23	2-Jul-23	10-Jul-23
5	21-Jul-23	28-Jul-23	4-Aug-23	11-Aug-23	1-Jul-23	to	31-Jul-23	30-Jul-23	7-Aug-23
6	18-Aug-23	25-Aug-23	1-Sep-23	8-Sep-23	1-Aug-23	to	31-Aug-23	27-Aug-23	4-Sep-23
7	22-Sep-23	29-Sep-23	6-Oct-23	13-Oct-23	1-Sep-23	to	30-Sep-23	1-Oct-23	9-Oct-23
8	20-Oct-23	27-Oct-23	3-Nov-23	10-Nov-23	1-Oct-23	to	31-Oct-23	29-Oct-23	6-Nov-23
9	17-Nov-23	24-Nov-23	1-Dec-23	8-Dec-23	1-Nov-23	to	30-Nov-23	26-Nov-23	4-Dec-23
10	15-Dec-23	22-Dec-23	5-Jan-24	12-Jan-24	1-Dec-23	to	31-Dec-23	24-Dec-23	8-Jan-24
11	19-Jan-24	26-Jan-24	2-Feb-24	9-Feb-24	1-Jan-24	to	31-Jan-24	28-Jan-24	5-Feb-24
12	16-Feb-24	23-Feb-24	1-Mar-24	8-Mar-24	1-Feb-24	to	29-Feb-24	25-Feb-24	4-Mar-24

Red denotes date change from normal scheduled date

*locked down close of business on deadline date

NLC fortnightly paid Schedule (0416FO)

Week	Service Deadline	Deadline (including myTeam Closure)	Run Date	Actual Pay Date	Pay Period Covered			Closed from*	Open from
2	24-Mar-23	31-Mar-23	5-Apr-23	13-Apr-23	1-Apr-23	to	14-Apr-23	1-Apr-23	7-Apr-23
4	12-Apr-23	17-Apr-23	20-Apr-23	27-Apr-23	15-Apr-23	to	28-Apr-23	18-Apr-23	22-Apr-23
6	26-Apr-23	1-May-23	4-May-23	11-May-23	29-Apr-23	to	12-May-23	2-May-23	6-May-23
8	10-May-23	15-May-23	18-May-23	25-May-23	13-May-23	to	26-May-23	16-May-23	20-May-23
10	24-May-23	29-May-23	1-Jun-23	8-Jun-23	27-May-23	to	9-Jun-23	30-May-23	3-Jun-23
12	7-Jun-23	12-Jun-23	15-Jun-23	22-Jun-23	10-Jun-23	to	23-Jun-23	13-Jun-23	17-Jun-23
14	21-Jun-23	26-Jun-23	29-Jun-23	6-Jul-23	24-Jun-23	to	7-Jul-23	27-Jun-23	1-Jul-23
16	5-Jul-23	10-Jul-23	13-Jul-23	20-Jul-23	8-Jul-23	to	21-Jul-23	11-Jul-23	15-Jul-23
18	19-Jul-23	24-Jul-23	27-Jul-23	3-Aug-23	22-Jul-23	to	4-Aug-23	25-Jul-23	29-Jul-23
20	2-Aug-23	7-Aug-23	10-Aug-23	17-Aug-23	5-Aug-23	to	18-Aug-23	8-Aug-23	12-Aug-23
22	16-Aug-23	21-Aug-23	24-Aug-23	31-Aug-23	19-Aug-23	to	1-Sep-23	22-Aug-23	26-Aug-23
24	30-Aug-23	4-Sep-23	7-Sep-23	14-Sep-23	2-Sep-23	to	15-Sep-23	5-Sep-23	9-Sep-23
26	13-Sep-23	18-Sep-23	21-Sep-23	28-Sep-23	16-Sep-23	to	29-Sep-23	19-Sep-23	23-Sep-23
28	27-Sep-23	2-Oct-23	5-Oct-23	12-Oct-23	30-Sep-23	to	13-Oct-23	3-Oct-23	7-Oct-23
30	11-Oct-23	16-Oct-23	19-Oct-23	26-Oct-23	14-Oct-23	to	27-Oct-23	17-Oct-23	21-Oct-23
32	25-Oct-23	30-Oct-23	2-Nov-23	9-Nov-23	28-Oct-23	to	10-Nov-23	31-Oct-23	4-Nov-23
34	8-Nov-23	13-Nov-23	16-Nov-23	23-Nov-23	11-Nov-23	to	24-Nov-23	14-Nov-23	18-Nov-23
36	22-Nov-23	27-Nov-23	30-Nov-23	7-Dec-23	25-Nov-23	to	8-Dec-23	28-Nov-23	2-Dec-23
38		n/a	4-Dec-23	21/12/2023*	9-Dec-23	to	22-Dec-23	n/a	6-Dec-23
40	8-Dec-23	15-Dec-23	20-Dec-23	4-Jan-24	23-Dec-23	to	5-Jan-24	16-Dec-23	22-Dec-23
42	19/12/203	8-Jan-24	11-Jan-24	18-Jan-24	6-Jan-24	to	19-Jan-24	9-Jan-24	13-Jan-24
44	17-Jan-24	22-Jan-24	25-Jan-24	1-Feb-24	20-Jan-24	to	2-Feb-24	23-Jan-24	27-Jan-24

Week	Service Deadline	Deadline (including myTeam Closure)	Run Date	Actual Pay Date	Pay Period Covered	Closed from*	Open from	Closed from*	Open from
46	31-Jan-24	5-Feb-24	8-Feb-24	15-Feb-24	3-Feb-24	to	16-Feb-24	6-Feb-24	10-Feb-24
48	13-Feb-24	19-Feb-24	22-Feb-24	29-Feb-24	17-Feb-24	to	1-Mar-24	20-Feb-24	24-Feb-24
50	28-Feb-24	4-Mar-24	7-Mar-24	14-Mar-24	2-Mar-24	to	15-Mar-24	5-Mar-24	9-Mar-24
52	13-Mar-24	18-Mar-24	21-Mar-24	28-Mar-24	16-Mar-24	to	29-Mar-24	19-Mar-24	23-Mar-24

Red denotes date change from normal scheduled date

*** due Xmas processing the pay date will be Monday 11/12/2023**

***locked down close of business on deadline date**

Guide	
Data	Explanation
Service Deadline	The service deadline is the date in which any Employee Changes must be returned to allow time for processing.
Deadline	The Deadline (Headed: Deadline 'including myTeam Closure') is the final deadline for processing including any iTrent mileage and overtime claims.
Data in Red Text	Data highlighted in red text denotes date change from normal scheduled date.
Data in Purple Text	Data highlighted in purple text informs you due to Christmas processing the pay date will be Monday 11/12/2023
Data in column marked *	Data within the column marked * informs you of the payroll being locked down due to close of business on deadline date.