

National Insurance Tables 2020/2021

The table below illustrates the figures that should be entered into Personnel 7 for employer contributions for National Insurance. The table is based on our interpretation of the **Governments Guidance Rates and Thresholds for employers: Tax Year 2020 – 2021**.

<https://www.gov.uk/guidance/rates-and-thresholds-for-employers-2020-to-2021>

In summary:

- The columns in the table below are in the same format as the columns within the National Insurance table within Personnel 7.

Band	Monthly Earnings		Employers Contribution	
	Upper	Lower	Contracted In Rate 1	Contracted Out Rate 2
1	520.00	0.00	0.00	0.00
2	732.00	520.01	0.00	0.00
3	4167.00	732.01	13.80	13.80
4	0.00	4167.01	13.80	13.80

i NOTE: A 'rounding' difference may arise for some employees of approximately £1 - £2 per month.

If the above table is entered in Personnel with a Start Date of 06/04/20, the April 2020 National Insurance projections will be slightly different to those in the following months. To avoid this situation, enter the table with a Start Date of 01/04/2020.

*There is now a patch available, number **25705**, which will insert the National Insurance table 2020-21 on your behalf. If you have already created the table for 2020-21, the patch will overwrite the existing table.*

If this is required, please contact your Local Support Unit

Personnel 7 – supported versions

The table needs to be entered via **Tools | Staff | National Insurance Rates**. National Insurance projections will be calculated in FMS 6.192 or later once the Financial Year and Salary Periods have been defined for 2020/2021 and Salary Projections have been refreshed via **Focus | Personnel Links | Salary Projections**.

Export and Import of Pay Related files - minimum version Summer 2019

Please note:-

The table below illustrates the supported combination:-

		Import (School)	
		Summer 2019 - Spring 2020 Salary Ranges not licensed	Summer 2019 - Spring 2020 Salary Ranges licensed
Export (Support Unit)	Summer 2019 - Spring 2020 Salary Ranges not licensed	Yes	Yes
	Summer 2019 - Spring 2020 Salary Ranges licensed	No	Yes

Export and Import of Pay Related files for National Insurance

SIMS Support Units can define the National Insurance table in **Personnel 7.188 Summer 2019** or later via **Tools | Staff | National Insurance**, and then include the National Insurance table in Pay Related files via **Tools | Staff | Pay Related Export**.

The Pay Related file can be dispatched to schools that are using **Personnel 7.188 Summer 2019** or later where it can be imported via **Tools | Staff | Pay Related Import**. When National Insurance tables are imported using this mechanism, **ALL** existing National Insurance tables are deleted whilst the National Insurance tables contained within the Pay Related file being imported are retained and used. Consequently, Support Units need to ensure that within SIMS, the Pay Related file exported contains as a minimum the National Insurance table for 2019/2020 as well as the 2020/2021 as detailed above. This will avoid any issues with the remaining FMS Salary Projections for 2019/2020. Financial years prior to 2019/2020 should now be closed in the majority of cases with all the Salary Projections being replaced with the actual national insurance payment.

FMS Salary Projections 2020/2021

National Insurance projections will be calculated in FMS 6.190 or later once the Financial Year and Salary Periods have been defined for 2020/2021 and Salary Projections have been refreshed via **Focus | Personnel Links | Salary Projections**.