



Staff Benefits Statement

- Annual leave entitlement from 24 standard days (pro-rata for part-time staff).
- 8 paid bank holidays (pro-rata for part-time staff).
- Bonus leave for long service (3 full years) rising to an additional 6 days per year.
- 4 weeks paid sick leave per annum (pro-rata for part-time staff).
- Up to 5 days paid carers leave per annum in an emergency to arrange alternative care (pro-rata for part-time staff).
- Access to an Employee Assistance Programme (EAP)
- 5% employer's matched contribution-based pension scheme.
- Tax and NI free childcare on-site childcare
- Staff receive a 50% discount on childcare fees
- Children of staff receive a 'priority' childcare place to support staff to return to work.
- Staff childcare sessions match their working patterns
- Minimum of 3 training days per annum.
- Study support time (for courses relevant to the job role), paid time to attend day release courses is currently granted at 50% of the required college time, up to a maximum of one-half day (pro-rata) each week for the anticipated length of the course, during term times only.
- Pay scale progression through satisfactory appraisal after one full years' service within the pay grade.
- Free Uniform (4 items for full time staff).
- Free Disclosure and Barring Service check and Annual update.
- A half-day rest day (pro-rata for part-time staff) reward for no sickness in the previous quarter.
- Free Paediatric First Aid Training,
- Continuing Professional Development Opportunities.
- Career Progression Opportunities.
- Half-day toil for 83% attendance at staff meetings (10 out of 12).
- First Steps operates a refer your friend scheme where Staff can be awarded with Love to Shop Vouchers on successful recruitment of friend.

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