

**STORAL EMPLOYEE BENEFITS**

**SHARED PARENTAL LEAVE**

**CPD SUPPORT**

**PERFORMANCE RELATED PAY**

**FLEXIBLE WORKING**

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**DISCOUNTED CHILDCARE REFERRAL SCHEME**

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**COMPANY SICK PAY**

**EMPLOYEE ASSISTANCE PROGRAMME**

**MATERNITY LEAVE**

**WELLNESS DAY**

Across Storal Learning we are grateful for the passion, dedication and commitment you show towards achieving our common goal of delivering ever higher standards of childcare across communities.

Your happiness and motivation are important to us and we recognise all too well the link between passionate dedicated staff and the high-quality provision we strive for. As a part of this, we constantly try and find new ways of introducing initiatives and benefits that improve your wellbeing.

Below is a summary of the benefits that we offer. Conditions apply and full details can be found in the highlighted further reading sections.

## CHAMPIONING YOUR PERSONAL WELLBEING

As part of Storal Learning's commitment to our staff's ongoing wellbeing and mental health, in addition to the benefits listed below, all our settings have dedicated Wellbeing Champions who provide support to all employees. Storal Learning has also signed the **time to change** pledge to change the way we think and act about mental health at work.

### *Wellness Days (previously Personal Days)*

After your first year with Storal Learning you may become eligible for one wellness day - an additional day's leave designed for you to undertake an activity that contributes to your overall wellbeing. For each additional year you grow with us, you will be granted an additional wellness day up to a maximum of 26 days leave in total per annum (including holiday entitlement but excluding public holidays).

For your manager to grant you a wellness day, you need to:

- ✓ Complete a Wellness Feedback Form after your return showing how you used the day
- ✓ Exhibit the Storal Behaviours in your day to day work
- ✓ Regularly attend monthly staff meetings

Where you have previously accrued Personal Days due to years of service, these will be replaced with



an equivalent number of wellness days and you will continue to be entitled to these once you meet the additional criteria stipulated above.

**When do you become eligible?** After 12 months of continuous employment

### *Employee Assistance Programme*

You and your family members who live with you have access to free and anonymous 24 hours telephone counselling support for any issues causing upset or anxiety.

Please see your staff notice boards for access/contact details.

**When do you become eligible?** From the start of your employment

### *Flexible Working*

After working with the Company for 26 continuous weeks, you can request a flexible working contract. We understand how this can support your other priorities outside of work and overall wellness. To request this, you must submit a Flexible Working Form to your line manager. We will look at requests on a case by case basis whilst considering both your needs and those of the nursery.



**When do you become eligible?** From 26 weeks of continuous employment

**For further reading:** Flexible Working Policy

### *Career Breaks/Sabbaticals*

We understand that everyone has passions outside of work. After two years continuous employment, you can request a career break, which is up to 3 months unpaid leave, to pursue an area of interest to you. Normally this is related to study or travel.

To request this, you should put your request in writing to your line manager for consideration. Cases will be looked at on a case by case basis whilst considering both your needs and those of the nursery.

**When do you become eligible?** After 24 months of continuous employment

**For further reading:** Sabbatical Leave Policy

## SUPPORTING YOUR FINANCIAL WELLBEING

### *Discounted Childcare*



As an employee at Storal Learning, you will have the opportunity, subject to availability, to place your child in one of our nurseries. All permanent employees contracted to work for more than 30 hours per week are eligible for a 50% discount off the regular weekly fee subject to a price floor. Casual workers or employees doing less than 30 hours per week are eligible for a 25% discount.

**When do you become eligible?** From the start of your employment

**For further reading:** The Employee Handbook

### *Pension Scheme*

From the moment you join Storal Learning, you can join the company pension scheme. If you choose to defer your enrolment, you will be auto enrolled after 3 months employment; if you choose to opt out, you must do so within the first month of your enrolment.

If you choose to opt out, we are required by law to re-assess and re-enrol you every 3 years.

Automatic enrolment may change in line with Government legislation.

**When do you become eligible?** From the start of your employment

**For further reading:** The Employee Handbook

### *Referral Bonus Scheme*

We are always looking to recruit high quality staff. If you refer a candidate to us and we eventually hire them, a bonus will be paid to you after the referred employee has successfully completed their probation period. If the referred candidate contracts to do more than 30 hours per week with us, you will be due £50. For candidates that contract to do less than 30 hours per week, you will be due £25.

Employees will also receive a £25 Amazon Voucher for referring a new parent to the nursery.

**When do you become eligible?** From the start of your employment

**For further reading:** The Employee Handbook

### *Retail and Leisure Discounts*

All employees of Storal Learning have access to a variety of benefits through the [PIB Employee Benefits](http://pibdiscountsbenefithub.com) (pibdiscountsbenefithub.com) website.

The website offers discounts on a variety of things from cinema tickets to attractions and holidays. Employees can access the website by registering their details and using the referral code which is available at each setting.

A world of discounts and benefits are awaiting you!

**When do you become eligible?** From the start of your employment.

## CONTINUOUS PROFESSIONAL DEVELOPMENT

### *Performance Related Pay*



All employees are entitled to an annual pay review, where salaries are reviewed in accordance with performance, market conditions and

the national minimum wage.

Effective from April 2020, provided you have clearly demonstrated achieving your objectives during the previous performance appraisal cycle, we seek to pay all permanently contracted staff (Level 3+) above the Living Wage.

**When do you become eligible?** From the start of your employment

**For further reading:** The Employee Handbook

### *CPD Support*

We encourage all employees to seek opportunities for personal and professional development. We have collaborated with [The Skills Network](#) to provide employees access to a range of funded courses to further their knowledge in various subject areas. Additionally, if you would like to pursue a course related to your job role, we can support you financially or can give you the time off to pursue your studies.

Speak to your line manager for further details.

**When do you become eligible?** From the start of your employment

**For further reading:** The Employee Handbook



*Company Sick Pay*



Should you be unable to work due to sickness, a company sick pay (CSP) scheme is available that is more generous than statutory sick pay (SSP).

The length of sick pay is dependent on your length of service.

**When do you become eligible?** After 24 months continuous service

**For further reading:** Sickness Absence Policy

*Shared Parental Leave*

Shared parental leave (SPL) allows mothers to share their untaken maternity leave and pay with their partners. You become eligible for SPL if you have worked with us continuously for 26 weeks up to the 15<sup>th</sup> week before your due date.

Eligible parents can share a maximum of 50 weeks leave and a maximum of 39 weeks for statutory pay.

Shared parental leave is paid at the same rate as Statutory Maternity Pay (SMP)

**When do you become eligible?** After 26 weeks of continuous employment

**For further reading:** Govuk website



*Maternity Leave and Pay*

All pregnant employees are entitled to 26 weeks' ordinary maternity leave, followed by 26 weeks' additional maternity leave (52 Weeks). You are however, only entitled for 39 weeks statutory maternity pay as below:

- You get 90% of your average weekly earnings before tax for the first 6 weeks
- You get a standard rate (determined by Government) for the next 33 weeks.

**When do you become eligible?** After 26 weeks of continuous employment

**For further reading:** Maternity Leave Policy

*Parental Leave*

You are entitled to 18 weeks' unpaid leave for every child (including adopted children) up to the age of 18. You can take a maximum of 4 weeks within a year for each child up to their 18<sup>th</sup> birthday.

Parental leave must be taken a week at a time (eg. 1 week or 2 weeks), not as sporadic individual days, unless your line manager agrees otherwise or if your child has a disability.

**When do you become eligible?** After one years' employment (if names on the child's birth or adoption certificate)

**For further reading:** Gov website

*Paternity Leave and Pay*

You are eligible for 1-2 weeks paid paternity leave if you are the father, the husband or partner of the mother having the child, the child's adopter or the intended parent of a child.

You are also allowed to take 2 days unpaid leave to attend antenatal appointments.

You must bring proof of pregnancy or birth to claim

paternity leave and pay. Paternity leave cannot start before the birth of the child.

You are entitled to statutory paternity pay as below:

- 90% of your average weekly earnings or the statutory rate set by the government (whichever is lower).

**When do you become eligible?** After 26 weeks of continuous employment up to the 'qualifying week'.

**For further reading:** Govuk website

## ADDITIONAL BENEFITS

### *Eye tests*

Where you use a computer to complete the majority of your everyday tasks, you can claim a maximum of £25 every 2 years for eye tests.

If your prescription for glasses is for Visual Display Unit (VDU) use ONLY, then we will pay £50 towards the cost. You must provide a prescription as evidence of this.

**When do you become eligible?** From the start of your employment

**For further reading:** The Employee Handbook

