



Your Employee Benefits



ASPIRATION
PARTNERSHIP
RESPONSIBILITY



INTRODUCTION

At Spencer Academies Trust, we pride ourselves on fostering a supportive and warm working culture designed to uplift our colleagues. United as one Trust and one team, our mission is to provide high-quality education and deliver the best possible outcomes for children and young people. To ensure every member of the One Spencer family feels valued and fulfilled, we have developed a comprehensive suite of employee benefits and wellbeing policies supporting professional, physical, and social-emotional wellbeing.

We are committed to promoting equality, diversity, and inclusion in both employment and education. Our aim is to create an environment free from discrimination, bullying, harassment, or victimisation, where individual differences are recognised and valued. Every member of the One Spencer community has a responsibility to make our Trust an inclusive environment where everyone feels welcome and can be themselves.

To support our employees, we have developed an HR offer accessible via SharePoint Ask HR, providing guidance on health, wellbeing, policies, and resources.



FINANCIAL BENEFITS

Competitive Salaries and Terms: We offer competitive salaries based on role, experience, and market conditions. Terms align with or exceed the School Teacher's Pay and Conditions document, Burgundy Book, and NJC Green Book. We have introduced model staffing and grading structures to eliminate TUPE variations.

Pay Progression and Cost of Living: Automatic pay progression is available for eligible employees (all employees on the NJC Scale and Teachers Main pay scale), alongside annual cost-of-living adjustments, subject to government policy.

Pensions and Life Insurance: Employees are enrolled in either the Teacher's Pension Scheme (TPS) or the Local Government Pension Scheme (LGPS), offering employer contributions, life cover, lower tax, and survivor benefits.

Continuous Service: Previous service in education counts towards continuous service benefits, including leave, sick pay, and redundancy entitlements.

Family Leave: Occupational pay is available for maternity, adoption, shared parental, and paternity leave, alongside statutory payments. Additional unpaid family leave can be requested.



PHYSICAL AND MENTAL WELLBEING

Discretionary Leave: Employees can request discretionary leave as outlined in our Annual Leave and Leave of Absence Policy.

Occupational Sick Pay: Occupational sick pay is provided based on national terms and conditions, including the Green Book for Educational Support Professionals and the Burgundy Book for teachers.

Employee Assistance Programme (EAP): In partnership with Health Assured, we provide a confidential EAP offering 24/7 support for personal or professional issues. Services include:

- Telephone and face-to-face counselling.
- Legal and bereavement support.
- Online Cognitive Behavioural Therapy (CBT).
- Medical information.
- Health and wellbeing app.
- Exclusive retailer discounts via Bright Exchange. Employee Support Guides: Resources include guides on managing stress, menopause, domestic abuse, and

workplace attendance. Policies supporting health and wellbeing include:

- Wellbeing Offer and Wellness Action Plan.
- Monthly HR wellbeing newsletters.
- Access to mental health first aiders.
- Stress Management and Equality, Diversity, and Inclusion policies.
- Procedures for addressing inappropriate behaviour, such as anti-bullying and harassment policies.

Occupational Health: We work with occupational health providers to ensure workplace safety and wellbeing, supporting applications for ill-health retirement under the LGPS and TPS when criteria are met.

Physical Activities: Employees can participate in social events, sports teams, fitness classes, and activities like the Duke of Edinburgh award or school trips.

Eye Care: Reimbursement is available for eye tests and basic lenses required for Display Screen Equipment use.

Flu Jabs: Annual flu jabs are provided free of charge.



WORKPLACE SUPPORT

Flexible Working: Flexible options, including part-time and job share roles, are available. Educational Support Professionals work a notional 37-hour week, while teachers work 32.5 hours.

Holidays: Educational Support Professionals receive at least 25 holiday days annually, plus bank holidays, increasing with service length. Holidays for other roles coincide with academy closure periods.

Long Service Award: Employees with 25 years of service receive a £100 award.

Employee Voice: We gather feedback through tools like exit interviews to enhance our employee offer and create a fulfilling work environment.

Refreshments: On-site catering services and complimentary tea and coffee facilities are available. Refreshments are often provided during workplace events.

Free Parking and Cycle Storage: Free parking and secure bicycle storage are available at all sites. For Nottingham city employees, we pay the city council levy for free parking.



PROFESSIONAL GROWTH & DEVELOPMENT

DISABILITY CONFIDENT

As a Disability Confident employer, we are committed to:

- Ensuring our recruitment process is inclusive and accessible.
- Communicating and promoting vacancies effectively.
- Providing reasonable adjustments as needed.
- Supporting colleagues with disabilities or long-term health conditions.

PROFESSIONAL GROWTH AND DEVELOPMENT

Continuing Professional Development (CPD): We offer a range of CPD opportunities to help employees grow and develop. These include networking across academies, leadership training (e.g., NPQML and NPQH), and apprenticeship programmes through Spencer Apprenticeships. Training is delivered locally by Trust subject experts, externally, or through the Spencer Alliance for Leadership and Teaching (SALT).

SALT TRAINING OPPORTUNITIES:

- George Spencer Academy School-Centred Initial Teacher Training (SCITT).
- Spencer Apprenticeships.
- Spencer Teaching School Hub.
- Derby Research School.
- Maths Hub East Midlands West.

These programmes focus on using evidence and research to improve teaching, learning, and outcomes

for children and young people. Additionally, all employees have access to online training resources covering topics such as Data Protection, Safeguarding, and Health and Safety. Mandatory training is assigned as part of induction or ongoing CPD.

Apprenticeships: Spencer Apprenticeships provides programmes for Teaching, Teaching Assistant, and Early Intervention Practitioner roles. We also work with external providers to offer CPD opportunities funded through the apprenticeship levy.

Chartered College of Teaching: Our partnership with the Chartered College of Teaching gives all employees access to research-based resources via the college's online knowledge hubs.

Collaborative Working: Collaboration is central to our Trust. Employees have opportunities to share best practices, develop professionally, and access support from various teams, including health and wellbeing and Equality, Diversity, and Inclusion initiatives.



FAMILY AND LIFESTYLE

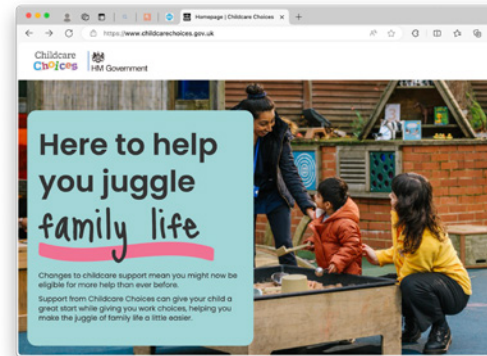
Childcare Support: Employees in the pre-2018 Childcare Voucher Scheme can purchase tax-free vouchers. New employees can benefit from the Tax-Free Childcare scheme:

➤ www.childcarechoices.gov.uk/

BHN Extras: We offer a Cyclescheme and Home and Techscheme, enabling employees to save money on bicycles, tech, and home goods through salary deductions. Discounts and cashback are also available from major retailers. Cyclescheme's Bike Rental is a great option for those who don't want to own a bike, cannot store a bike long term or don't qualify for the standard scheme

➤ www.cyclescheme.co.uk/

➤ www.bhnextrashomeandtech.co.uk/?employerKey=148a67



ADDITIONAL RESOURCES

Education Support Charity: This organisation provides mental health and wellbeing support, research, and advocacy for education staff. Contact them at

☎ 08000 562 561 or visit their website:

➤ www.educationsupport.org.uk/get-help/help-for-you/helpline/

Access to Work Mental Health Service: We promote the Access to Work Mental Health Support Services. This service provides confidential and vocational support for employees with mental illness to retain/regain their ability to participate at work.

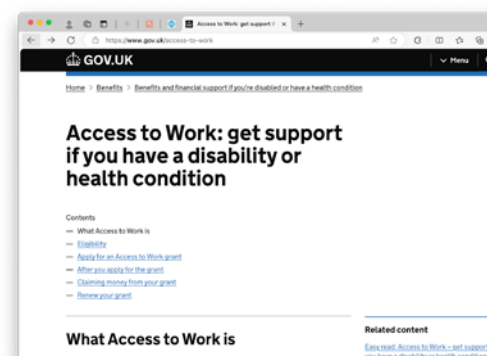
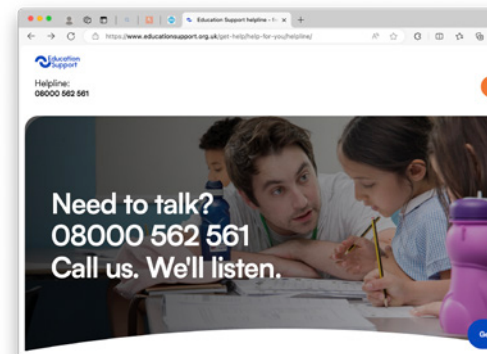
➤ <https://atw.maximusuk.co.uk/gethelptoday/>

☎ Confidential Helpline: 0300 456 8114

Access to Work Scheme: The scheme can support colleagues to get or stay in work if they have a physical or mental health condition or disability. Through Access to Work:

➤ www.gov.uk/access-to-work

colleagues can apply for a grant to help pay for practical support with work such as specialist equipment or cost of traveling to work, if you cannot use public transport support with managing their mental health at work, which might include a tailored plan to help you stay in work or one-to-one sessions with a mental health professional.



MONEY-SAVING RESOURCES:

Discounts for Teachers:

➤ www.discountsforteachers.co.uk/

Teacher Perks:

➤ www.teacherperks.co.uk/

Blue Light Card:

➤ www.bluelightcard.co.uk/

Teacher Card:

➤ www.teachercard.co.uk/

BHN Extras:

➤ www.app.workplaceextras.com/

BHN Cycle Scheme:

➤ www.cyclescheme.co.uk/

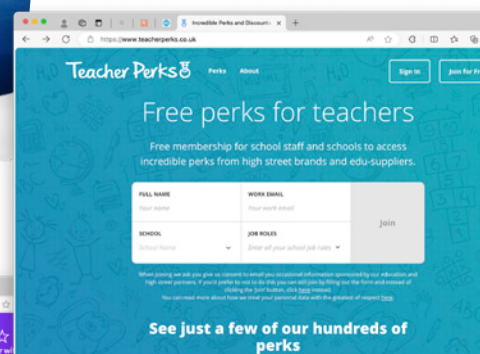
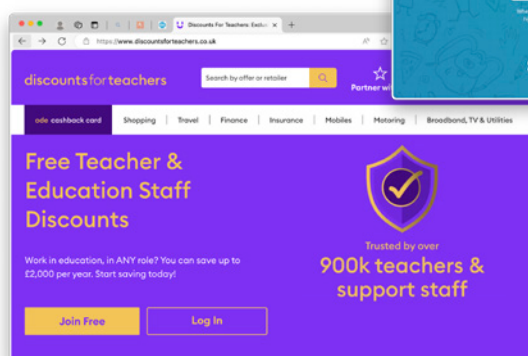
TOTUM membership:

➤ www.app.totum.com/

NUS Apprentice Card:

➤ www.theapprenticeacademy.co.uk/

If you decide you would like to proceed with the Apprenticeship route, you will be eligible for an NUS apprentice card which can save you discounts in selected retailers, restaurants and more. At Spencer Academies Trust, we strive to create an environment where employees feel valued, supported, and empowered to thrive. For more information, visit SharePoint Ask HR or contact your HR representative.





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📺 [@spenceracademiestrust5887](https://www.youtube.com/channel/UCspenceracademiestrust5887)



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