



# Employee Benefits



**Did you know? As an employee of Treloar's, you have access to a huge range of Employee Benefits including:**

**Blue Light Card:** for staff in social care and clinical roles

**Costco Membership** (reduced membership)

**Critical Illness Cover:** pays a lump sum for critical illness recognised by the policy

**Cycle to Work Scheme:** (allows employers to provide bikes as a tax free benefit)

**Discounted Gym Membership:** at Energique Health Club & Spa, Pure Gym Alton and free access to Eggar's School Gym (Ts & Cs apply)

**Discounted Sports for Charity Places:** contact fundraising team for places at a huge range of active and challenge events

**Employee Assistance Programme:** provides wellbeing advice, including virtual doctor, counselling, legal help and health information

**Flu Vaccinations:** available on-site, free of charge

**Free Car Parking:** with EV charging points

**Discounted Pilates Classes:** 10% off with code Treloar10 at the Wellness Club Collective

**Generous holidays:** term-time only working or 35 days holiday including Bank Holidays

**HSF Health Cash Plan:** covers day-to-day health costs like dental and optical bills

**Independent Financial Advice:** when you join the pension scheme, request a meeting with an IFA

**Life Insurance:** equal to three times the basic salary for all permanent employees

**Long Service Awards, Staff Awards, Commitment to Excellence Awards**

**Occupational Health Service**

**On-site Café and Shop:** fresh food and snacks prepared on-site, with daily specials during term times

**Pension Scheme:** a really efficient way of saving for your financial future, as each month your contributions are topped up by Treloar's with an employer contribution and you also get tax relief on your personal contribution from the government

**Perkbox discounts** on high street and supermarket shopping



# Employee Benefits



**Sabbatical Leave:** applies after 5 year's service

**Salary Sacrifice:** staff can choose to sacrifice part of their salary to increase their pension contributions

**Sick Pay:** Occupational sick pay applies after 3 months service, and increases up to 6 weeks full pay after 3 year's of service

**Special Leave:** compassionate leave, dependant's leave or domestic emergency

## Staff Introduction Scheme

**Totem Card** (Student Discount Card)

**Training and Development:** All staff have the opportunity to develop their existing skills and to learn many new skills, alongside mandatory training and professional development days





## Local Discounts



Remember to quote Treloar's and show your ID card.

**All Bases Covered** Property maintenance, painting and decorating. 10% off labour charges / materials at cost.

**Alton Advanced Bodywork** 10% off all treatments, including injury treatment, medical acupuncture, reflexology, Sports / Clinical /Thai /massage.

**Alton Osteopaths, Energique** 10% off all appointments

**Amethyst Rose Holistic's Reflexologist** 10% off first 4 treatments for all Treloar's staff – 07917451188

**Browns of Alton – Local Carpet & Flooring Specialists** 10% off materials (01420 549197).

**Chawton Park Spa, Alton Sports Centre** 50% off Spa use and 20% off all full priced treatments.

**Energique Health Club & Spa** Offering discounted memberships for Treloar's staff.

**Finity Hair Studio , Energique** 10% off hair services.

**Lotus Flower Beauty, Energique** 10% off all beauty treatments including nails, waxing, facials and eyelash tinting

**Pure Gym, Alton** Save up to 10% Plus £0 joining fee.

**Guttersnipe, mobile – based locally** 10% discount on gutter, soffit and fascia cleaning up to but not exceeding 3 storeys high for properties within GU7-10; GU30-35; GU51-52; RG21-29.

**JD Motors, Alton** MOT for £45 & 10-12% discount on services, wheel alignment, tyre repair and replacement. Labour rate (£53.96+VAT).

**Man's Chinese Takeaway, Alton** 5% off orders under £20 / 10% off orders over £20. Collection only.

**Ritual Beauty, Alton & Alresford** 10% of all treatments.

**The Cutting Room Hairdressing, Alton** 10% off all cuts.

**Town & Country Cars, Suzuki Garage Holybourne** MOT for £29.99 and a discounted rate of £70 + VAT on labour for all servicing and MOT repairs and 10% discount + VAT on parts.

**Wellness Club Collective, Alton** 10% off Pilates Classes with code Treloar10

**Immersion Escape Rooms, Alton** 20% off the cost of game.

**Alton Tailoring** 10% of services



# Occupational Health



## What is occupational health?

Occupational Health (OH) is a specialist area of medicine concerned with preventing ill health at work, and supporting those with health conditions in work. In Cordell Health our doctors, nurses and physiotherapists all have specialist qualifications and extensive experience in OH. We adhere to a strict ethical code of practice as required by our regulators.



## How can occupational health help me?

We provide managers and employees with independent professional advice about work-related health concerns. OH assessments are impartial and objective, the outcome of which will be to provide advice that will help both you and your employer. We will focus on ways in which we can help facilitate a return to work, if that is the most appropriate route for you.

## What other services are available from Cordell Health?

### Flu Vaccinations



### Display Screen Equipment Assessments



### Driver Medicals



### Annual Health Checks



# Life Assurance Scheme



## Group Life Assurance Scheme

This is the most popular of the benefits offered by employers other than workplace pensions. More than 60% of employers offer this benefit. This is a great benefit for you with the following information explaining why.

### What cover do I get?

Your beneficiaries would get 3 x salary as a lump sum.

### How much do I have to pay?

Nothing! We cover the cost of this benefit.

### Is there any tax to pay?

There is no direct cost to you. Any lump sum paid is also exempt from Inheritance Tax.



### Are my family covered too?

No, this is only for our employees.

### Who gets the benefit if I die?

Please ask HR for an Expression of Wish form so we know who you would like to receive any money.



### Can I use the cover for a loan or mortgage?

No, it cannot be used as collateral.

### What happens if I leave the company?

Your benefits will stop.

### Do I need to have a medical for the benefit?

It is unlikely but if this is required we will let you know.

### What happens if I have Enhanced, Primary or Fixed Protection from HMRC on my Pensions?

Speak to HR immediately as this could have an impact on your benefits.

Please note that this document should be read in conjunction with any HR documentation and is subject to change.



# Critical Illness Cover



**Critical Illness Cover:** We believe that it is vital for staff with the most severe illnesses to be financially supported so that they and their loved ones can concentrate on their health rather than worrying about money.

Your Critical Illness Cover will pay **up to £20,000** as a lump sum payment to those colleagues who have a critical illness recognised by the policy:

- The Critical Illness cover will be in addition to the current life insurance cover, HSF Health Plan and sickness benefits.
- This includes extra benefits such as the Unum Cancer Support Service, provided by Harley Street Concierge Limited (HSC), a UK provider of personalised cancer support.
- Payments are made by lump sum in addition to anything earned in paid employment.
- To claim, an individual must notify the Chief Executive and/or Head of HR as soon as possible after diagnosis because completed paperwork needs to be sent within 21 days of diagnosis.
- Unum also provide all Treloar's employees with access to Lifeworks. This provides staff with life and wellbeing advice and resources, as well as discounts and perks on a wide range of offers.

**Sick Pay:** If illness or injury prevents staff from working, employees may be entitled to the following sick pay benefits (including the amount of any statutory sick pay or social security sickness benefit to which they may be entitled) provided that the Trust is satisfied with the reasons given for the sickness absence. Depending on length of service, the benefits outlined below may apply.

| Period of continuous service on the first day of absence | Period of full pay | Period of half pay |
|----------------------------------------------------------|--------------------|--------------------|
| During first 3 months                                    | SSP only           | 0                  |
| After 3 months and up to 12 months                       | 2 weeks            | 0                  |
| After 12 months and up to 18 months                      | 4 weeks            | 0                  |
| Over 18 months and up to 3 years                         | 4 weeks            | 2 weeks            |
| Over 3 years                                             | 6 weeks            | 2 weeks            |



# HSF Perkbox discounts Treloar's



## Don't forget to register your MyPolicy account



### Don't miss great benefits!

SCAN TO SET UP  
MYPOLICY ACCOUNT

Access to health benefits and a variety of discounts ranging from shopping, to entertainment and health/fitness through our HSF Perkbox platform.

HSF health plan Ltd is the trading company of The Hospital Saturday Fund, a Registered Charity in the UK No 1123381 and in Ireland Registered Charity No 20104538. In Ireland HSF health plan Ltd is authorised and regulated as a Third Country Branch by the Central Bank of Ireland. Registered as Company no 904935, their registered office is at 5 Westgate Business Park, Kilrush Road, Ennis, Co. Clare. In the UK HSF health plan Ltd is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Registered as Company in England No 30669, their registered office is at 24 Upper Ground London SE1 9PD.

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# HSF Cash Plan benefits Treloar's

## Our benefits - at a glance

Spouse/Partner and dependent children (under 18) covered at no extra cost!

|                                                                                                                                                                                                                 | Primary Schemes                                    |                                |                                |                                |                                | Extra Cover Schemes            |                              |                           |                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|------------------------------|---------------------------|---------------------------------|
| Corporate Schemes                                                                                                                                                                                               | 100                                                | 2                              | 3                              | 4                              | 5                              | A                              | B                            | C                         | D                               |
|                                                                                                                                                                                                                 | £1.00 a week<br>£4.33 a month                      | £2.45 a week<br>£10.62 a month | £3.65 a week<br>£15.82 a month | £4.85 a week<br>£21.02 a month | £6.25 a week<br>£27.08 a month | £7.25 a week<br>£31.42 a month | £10 a week<br>£43.33 a month | £12 a week<br>£52 a month | £15.50 a week<br>£67.17 a month |
|  <b>Dental and Optical</b>                                                                                                     | £50                                                | £100                           | £200                           | £275                           | £350                           | £400                           | £550                         | £700                      | £850                            |
|                                                                                                                                                                                                                 | 50% cover                                          |                                |                                |                                |                                | 100% cover                     |                              |                           |                                 |
|  <b>Practitioner: Physiotherapy, Osteopathy, Chiropractic, Acupuncture, Homeopathy, Chiropody/Podiatry</b>                     | £100                                               | £200                           | £300                           | £400                           | £500                           | £600                           | £800                         | £1,000                    | £1,200                          |
|                                                                                                                                                                                                                 | 50% cover                                          |                                |                                |                                |                                | 100% cover                     |                              |                           |                                 |
|  <b>Specialist and Investigations – Including Allergy Testing and Health Screening</b>                                         | £200                                               | £400                           | £600                           | £700                           | £800                           | £1,200                         | £1,400                       | £1,600                    | £1,800                          |
|                                                                                                                                                                                                                 | 50% cover                                          |                                |                                |                                |                                | 100% cover                     |                              |                           |                                 |
|  <b>Birth Grant / Adoption Grant (per child)</b>                                                                              | £100                                               | £200                           | £300                           | £400                           | £500                           | £600                           | £800                         | £1,000                    | £1,200                          |
|  <b>Hospital: General and Hospice, Accident, Elderly and Mental Illness (Amounts per night up to a maximum of 40 nights)</b> | £16                                                | £32                            | £50                            | £66                            | £80                            | £75                            | £100                         | £120                      | £150                            |
|  <b>Recuperation – Grant after 7 nights Or after 15 nights</b>                                                               | After 7 nights<br>£40<br>Or after 15 nights<br>£60 | £80                            | £100                           | £120                           | £150                           | £150                           | £180                         | £225                      | £300                            |
|                                                                                                                                                                                                                 |                                                    | £120                           | £150                           | £170                           | £200                           | £225                           | £255                         | £300                      | £360                            |
|  <b>Day Case Surgery and Treatment (Amounts per day up to a maximum of 8 occasions)</b>                                      | £16                                                | £32                            | £50                            | £66                            | £80                            | £75                            | £100                         | £120                      | £150                            |
|  <b>Home Care Assistants and Home Help</b>                                                                                   | £125                                               | £250                           | £375                           | £500                           | £625                           | £750                           | £1,000                       | £1,250                    | £1,500                          |
|                                                                                                                                                                                                                 | 50% cover                                          |                                |                                |                                |                                | 100% cover                     |                              |                           |                                 |
|  <b>Personal Accident – Including Dental Trauma</b>                                                                          |                                                    |                                |                                |                                |                                |                                |                              |                           |                                 |
| Permanent Disability                                                                                                                                                                                            | £5,000                                             | £7,500                         | £10,000                        | £12,500                        | £15,000                        | £20,000                        | £25,000                      | £30,000                   | £40,000                         |
| Accidental Death                                                                                                                                                                                                | £2,500                                             | £3,750                         | £5,000                         | £6,250                         | £7,500                         | £10,000                        | £12,500                      | £15,000                   | £20,000                         |
| Temporary Disability                                                                                                                                                                                            | Not Included                                       | Not Included                   | £30<br>per week                | £40<br>per week                | £50<br>per week                | £60<br>per week                | £90<br>per week              | £120<br>per week          | £170<br>per week                |
| Fracture                                                                                                                                                                                                        | Not Included                                       | Not Included                   | £375                           | £575                           | £775                           | £950                           | £1,450                       | £1,950                    | £2,450                          |
| Facial Disfigurement                                                                                                                                                                                            | Not Included                                       | Not Included                   | £600                           | £900                           | £1,200                         | £1,500                         | £2,300                       | £3,100                    | £3,900                          |
| Dental Trauma                                                                                                                                                                                                   | £250                                               | £375                           | £500                           | £625                           | £750                           | £1,000                         | £1,250                       | £1,500                    | £2,000                          |

### **HSF Assist®** - Available on all schemes

GP Advice Line, Virtual Doctor, Prescription Service, Counselling Service and Legal Advice.

### **HSF PerksBox** - Available on all schemes (web based service only)

Money saving offers, discounted gym membership, special priced cinema tickets, everyday shopping discounts plus much more. (Internet connection and email required for access).



## Blue Light Card



Blue Light are the discount service for the emergency services, NHS, social care sector and armed forces, providing members with thousands of amazing discounts online and on the high street.

For just £4.99, members of the blue light community can register for 2-years access to more than 15,000 discounts from large national retailers to local businesses across categories such as holidays, cars, days out, fashion, gifts, insurance, phones, and many more.

### Eligibility

Blue Light have confirmed that staff with personal care in their job descriptions or those in clinical roles (such as nurses/health care assistants/therapists/therapy technicians/assistants) are eligible.



You will need to provide a photo of your ID badge to prove your job title so they can see you are eligible. Since the Student Support Assistant job title is not universally recognised as a job title providing care Blue Light will likely ask you to provide evidence confirming you provide personal care (eg. your job description).

Blue Light do not confirm eligibility until after payment so if they do not approve your application initially based on your ID card you will need to provide further proof.

### Signing up tips

When signing up please select the social care division as residential care.

You can sign up for an account and receive online discounts without paying for a Blue Light Card.

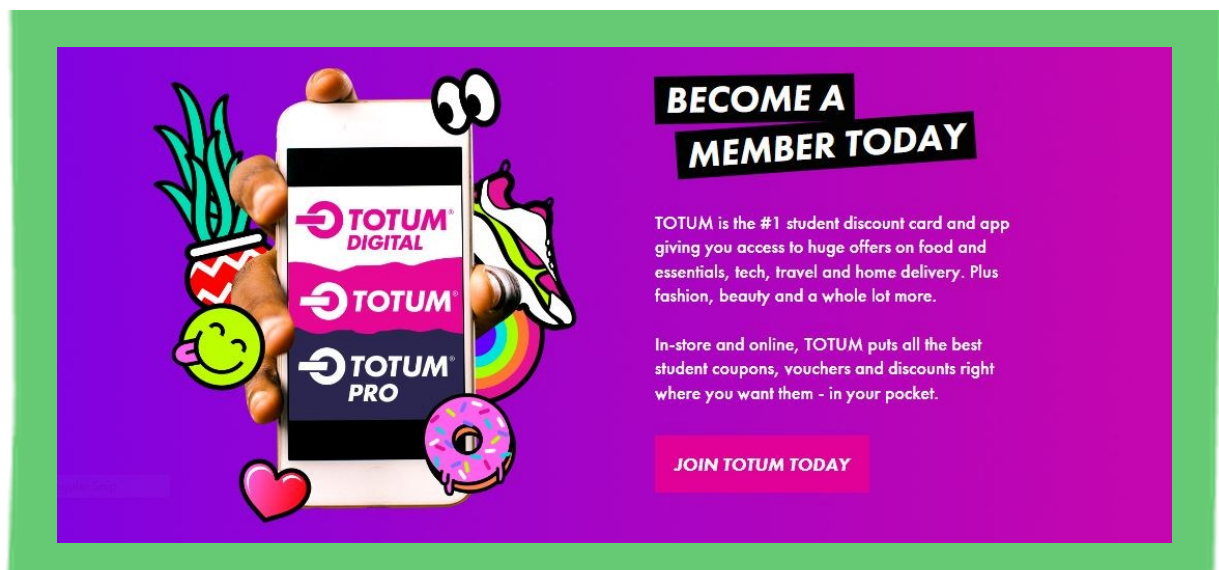
[Register online](#)





# Totum Card Treloar's

Treloar's staff are eligible to purchase a Totum Card which is the new name for the NUS/student card which gives you discounts on lots of different things. Some of the discounts include: ASOS, 6 month free Amazon prime trial, Dominos, McDonalds, Prezzo, Viator, Look Fantastic, Hotels.com, GAME, Accessorise, New Look, Red Letter Days, etc.



To join follow this link <https://cards.totum.com/join> or just go [onto the website](#).

The card is £14.99 for 1 year, £24.99 for 2 years and £34.99 for 3 years.

## Notes to help you when signing up:

Qualification: Professional/Vocational

Course Subject: Professional/Vocational

Year of Study: Already Qualified

Name of College or School: Treloar School and College

You will need to have a photo of your face to upload or if you have a webcam on your laptop/computer you can use that to take a photo.



**Salary  
Sacrifice**

 **Treloar's**

# DRIVE A BETTER CAR.

As a **Treloar's** employee, you get to offset some of your salary in exchange for a brand new electric or plug-in hybrid car.



To see the range of cars available and to get a quote, visit the [BHN](#) benefits portal or scan the QR code and log in. Then select the **Car Scheme** and create an account.



Call: **0333 400 7431**  
Email: **EETeam@tuskerdirect.com**

**Tusker.**



# Technology Salary Sacrifice Scheme

## How it Works

The Tech Scheme enables you to buy the best tech in a convenient way. You save 2-8% depending on the rate of tax that you pay, and spread the cost over 12 months, as well as benefitting from interest-free credit. Choose the tech that you wish to purchase from [Curry's](#) up to a maximum of £1,200.

## Who is eligible?

Any member of staff who has completed their probation can sign up. But, the monthly payments must not take your salary below the National Minimum Wage.

## What can I buy?

- laptops
- desktop PCs
- monitors
- iPads/Tablets

mobile phones

## How do I apply?

Browse [Currys](#) website and make a note of the total value of the products you would like. There is a maximum spend of £1,200. You will save between 2% and 8% depending on your tax rate. Login to the BHN Technology website – if you do not have a BHN account you will need to register first. Scroll down to the Home & Tech tile and click Get Started.

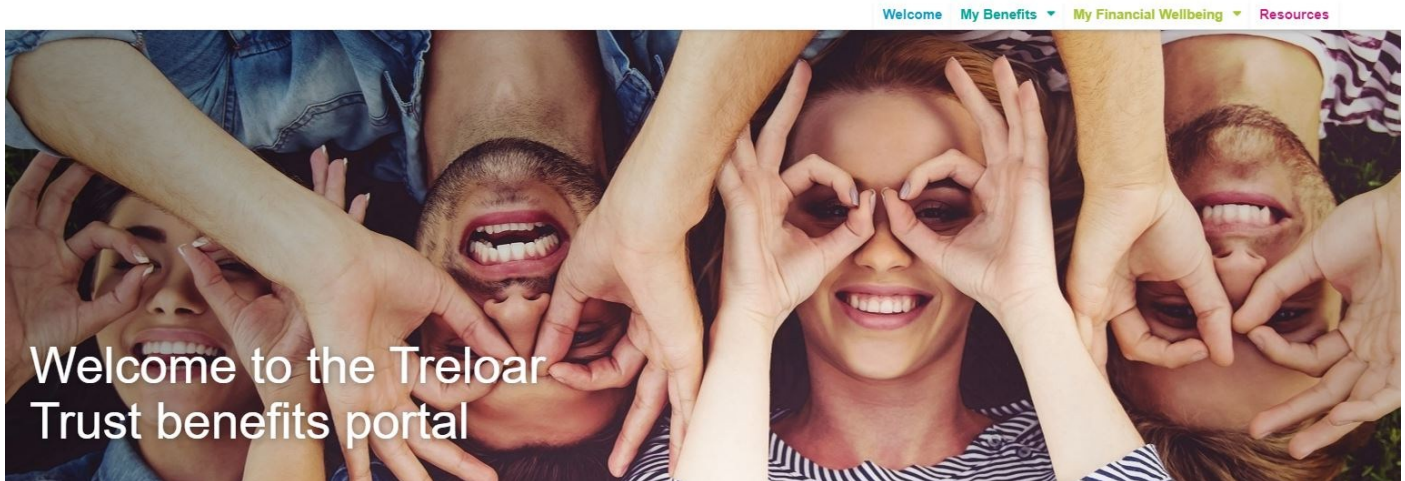
You'll need to list the items you want to purchase and the total value in increments of £5 up to £1,200. You will then receive a Funding Plan which will list the items that you want to purchase and give you a breakdown of the payments that will come out of your salary. Treloar will review your request and as long as the criteria are satisfied, fund your order. You will then receive a Redemption Code via email which you can use online or in-store. You collect or receive the products and you own them straight away. You then make repayments over 12 months and enjoy savings of up to 8%.

## Questions?

The full guide is available on SharePoint, please email [Karin.Hewson@treloar.org.uk](mailto:Karin.Hewson@treloar.org.uk) with any questions.



# Financial Wellbeing



The Treloar's employee benefits portal has been specially designed to provide you with information on all the benefits on offer and guidance on a range of financial matters.

Use the portal to find out more about your pension scheme and how you can start planning effectively for your retirement. You'll also find lots of useful information on the other benefits on offer.

Start exploring now and find out more! My Financial Wellbeing Hub includes advice on:

- [How to budget effectively](#)
- [Living within your means](#)
- [Understanding your pay slip and tax code](#)
- [The importance of a will](#)
- [How to get help with debt](#)
- Advice on [pensions](#) and [mortgages](#)
- [Making the most of staff discounts](#)





## **Fitness & Wellbeing**



### **Free Exercise Classes**

Join our free exercise classes during term time: Pilates on Wednesdays from October to April, and Yoga on Wednesdays 5:15–6:15 from April to September—each designed to boost fitness and well-being. Contact the HR Team for more details!

### **Discount Massage**

Treatment Alton Advanced Bodywork (Tel: 01420 89600) will provide discounted treatments for Treloar's employees.

**Energique Health Club & Spa** (Tel: 01420 86022) will waive their joining fee and provide discounted membership for our employees. Membership costs are met by the employee.

**Chawton Park Spa** (Tel: 01420 557860) 50% off Spa use and 20% off all full-price treatments.

### **Eggars Gym**

Treloar's staff have access to and can use the gym at Eggar's School. Prior to utilising the gym facilities, you must undergo an induction. Contact [Jason Wu](#) for further information.

### **Pure Gym**

Safe up to 10% off Plus £0 joining fee. Low monthly prices and unlimited classes.

### **Cycle to Work Scheme**

Treloar's has signed up to the cycle to work scheme, which is part of the Government's Green Transport Plan. This is a tax exemption scheme which allows employers to provide bicycles to employees as a tax free benefit.

### **Discounted Sports for Charity Places**

Treloar's has a membership with Sports for Charity who are partnered with many challenge events organisers which guarantees a place/tickets in any of the events that their partners are looking after at a highly reduced rate which we can pass on to you.

Dream Challenges: Treloar's is registered with Dream Challenges who offer a wide variety of challenges to help you support Treloar's. Please contact Fundraising for more information: [events@treloar.org.uk](mailto:events@treloar.org.uk)