

Benefits Support staff

Our staff are our strongest asset and we care deeply about rewarding them properly. The successful candidate will enjoy the following general benefits package.

Details of the working hours, salary and holidays are provided in the job specification for each vacancy, as they vary depending on the nature of the role and whether it is term time or full year.

1. Remuneration

Pension

The School operates a defined contribution Pension Scheme which all support staff are eligible to join once they have completed three months' service and to which the School and the member of staff both contribute. Contributions are currently 13.75% by the School and 6.25% by the member of staff.

Those who choose not to join this scheme will be automatically enrolled in the NEST scheme if they meet the criteria for auto-enrolment. Currently the School contributes 4% (6% from April 2019) of pensionable salary and the employee contributes 1.6% (2.4% from April 2019), with the government contributing tax relief of 0.4% (0.6% from April 2019).

The School operates a Group Life Assurance Scheme that members of staff are automatically included in on the date of appointment.

Salary Sacrifice

Some benefits are available to staff via 'salary sacrifice' (or salary exchange) arrangements. This enables staff to give up part of their salary in return for a non-cash benefit, thereby saving on tax and National Insurance contributions. The Cycle-to-Work scheme is offered via salary sacrifice.

2. Well-being

Lunch

This is provided free on weekdays during term time, for those at School whose working hours encompass lunchtime. The meals are prepared daily from fresh ingredients by the School's caterers and hot and cold food choices are available.

There is a free supply of tea and coffee in the tea room, and in the common room which support staff and teachers share.

Fitness suite

A well equipped fitness centre is available for use by staff at various times during the week.

3. Travel

Car parking & Cycle sheds

On-site parking is available at the Upper and Prep schools. There is also secure covered space on site for cycles.

Rail travel discount scheme

The school is a member of the Travel for Cambridgeshire partnership, offering a 10% discount on rail season tickets for travel for work, via Greater Anglia and Great Northern train operators.

4. Training and Development

New staff receive induction on joining the School, particularly including training in safeguarding and child protection. The School is keen to help develop the skills of its staff and looks to provide appropriate training as necessary. Staff have a regular appraisal with opportunity to discuss their development and receive feedback on their performance.

5. Team opportunities

Communications

The Bursar holds regular meetings for all support staff to meet over coffee and cake, for briefings about the latest developments at the School. These meetings also provide a valuable opportunity for support staff to connect with their colleagues in other departments or who are based in different locations.

Social activities

Opportunities to enjoy social activities are numerous and include a weekly Friday night gathering at 'Pub of the Week' as well as opportunities to play cricket, five a side football, netball and mixed touch rugby in local evening leagues, or to join colleagues singing in the Friends of the Perse Choir. A team of staff run in the Cambridge half marathon and an energetic crew race in the dragon boat challenge on the River Cam.

Charity

We have a comprehensive programme of outreach work, including successful partnerships with many state primary schools. Our charitable ethos is also expressed in the many ways in which pupils and staff get involved, for example raising around £50,000 a year for charity across the Upper, Prep and Pelican schools. The School also provides means tested bursaries for around 110 pupils.

HR, Jan 2019