

Our benefits for employees

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Our core benefits – what you get as standard

Our mission is critical and the work's important, but so's your life. We've put together a benefits package that means you can live and work well. Let's start with the basics we all get...

Annual leave

We give you 27 days (plus bank holidays) a year. This is pro-rated for part-time and fixed-term employees. And that annual leave increases the longer you're with us:

- 28 days after two years' service
- 29 days after five years' service
- 30 days after seven years' service
- 31 days after ten years' service

Because it's important for all of us to rest, pause and reflect three of those days are taken by everyone during our Christmas holiday shutdown.

Pension

We've all got to think ahead, so we'll match up to 6% with employer contributions.

After three months' service you're eligible to receive pension contributions from us and join the Teach First Group Personal Pension (GPP) scheme. This allows you to save for your retirement through your own personal pension policy while receiving a contribution from Teach First each month. We'll automatically enrol you into the Group Personal Pension scheme with a default level of 4% employee contributions and 4% employer contributions.

If you wish you can increase the level of your contributions and we will match your contributions up to 6%. The HR team will let you know when your MyBenefits window is open for you to log in and submit your contribution choices.

If you wish to opt in early to the scheme before you reach three months' service, you and to request an opt-in form from HR once you've started.

If you wish to transfer pension funds – please email the HR inbox and the team can put you in touch with our pension advisor who can help you with this.

If you wish to opt out of the scheme, please follow the instructions provided with the documents you'll receive in the post from Aviva when you are automatically enrolled.

You can change your pension contributions at any time. Please see our benefits pages on the intranet for more information.

Private Medical Insurance

We want to look after ourselves so we can look after others, so we provide single cover [Vitality health insurance](#) for all employees. This gives you access to specialised medical treatment at a time and place convenient to you. You can also add dependents at an additional cost (covered by you). You'll automatically be enrolled into private medical insurance. If you'd like to opt-out you should do this during your initial benefits window or our annual benefits window in November.

Please note that private medical insurance is treated as a benefit in kind by HMRC. This means that you will be charged a small amount of additional tax for being a member of the scheme (you'll be subject to P11D deductions).

Through Vitality you'll also get access to all sorts of incentives to live a healthy and balanced life. This includes: discounted gym membership, discounted activity trackers (including Apple Watch), discounted Ocado shopping and free delivery, discounted trainers and you can even earn free Starbucks, among many other offers. Once you're enrolled you'll get your log-in info from Vitality and be able to explore what's available.

Agile working

A work life balance that's right for you leads to wellbeing and us all succeeding together. At Teach First, we're all about a work environment based on trust, with a culture that empowers all employees to control their ways of working. Agile working will give you the opportunity to take ownership of your working environment and choose the most appropriate working location and hours to suit you. You'll work closely with your line manager to develop outcome focused goals and agree ways of working to achieve them. Please note that agile working does not constitute a change to the hours/location of work in your contract.

Flexible working

If you need a more guaranteed working pattern – part time working, set days at home and more – let's talk. Over a hundred of us already have flexible working agreements in place and we're making over 70 different patterns work. So, why not join us and push those numbers even higher?

Life Assurance

This gives your beneficiaries (who you can nominate) compensation in the event of your death. It's paid by the charity at four times your basic annual salary. If you don't nominate any beneficiaries, Teach First's Trustees will allocate the compensation to your next of kin. You can nominate beneficiaries using the Expression of Wish form you'll receive in your first week. Visit our Benefits intranet page to get a copy of the form and find out more about the scheme.

Income Protection

You'll automatically be covered by income protection from your first day at Teach First. If you suffer from an injury or illness that prevents you from working for a long period of time, income protection will cover 66% of your income during this time.

Employee Assistance Programme

The employee assistance programme is an external service that allows you to speak to a qualified counsellor confidentially around issues that affect you in the workplace or outside of work. The service is available online and by telephone and you are only required to confirm your place of work to be eligible for support. The counselling service is available 365 days a year, 24 hours a day.

Vision Engagement Opportunities

We do purpose driven work to build a fair education for all. Staying close to that purpose is so important to us that we offer our people three days a year where they can do voluntary work that gets them close to our purpose. Examples include: working with a partnering social enterprise, visiting a primary school, or becoming a Higher Education mentor to a secondary school student.

Our flexible benefits – you can choose

These are benefits you can choose to opt-in and pay for. They're often competitive compared to what you can find elsewhere.

Buying/Selling Holidays

During the annual benefits renewal window in November, you can buy up to five days extra holiday or sell up to 3 days holiday. This is then either deducted in monthly instalments (if you're buying) or paid in a one-off payment (if you're selling) based on your day rate.

Home Emergency Cover

You can choose Home Emergency Cover during the benefits window in November. Opting in to home emergency cover will provide a comprehensive insurance policy for all major utilities, doors and locks, roofing and pest infestation. You will be covered by up to three claims per year with a limit of indemnity up to £500 per repair. Please note that this is subject to the terms and conditions of General Legal Protection Limited and Silver Knight Repair.

Health Screening

This benefit is available each November during the annual benefits window. It provides a choice of health assessments to meet a range of different health and lifestyle needs. The health screening benefit is deducted from your salary in monthly instalments from December to the following November, however you can conduct the health screening at any point over the 12 month period. When Teach First receive the invoice following an employee screening, it will pay this immediately, directly to the provider.

Travel Insurance

Opting into travel insurance cover will provide cover of travel in Europe, worldwide, and winter sports to you and your family. Insurer terms and conditions apply and may vary from time to time. These costs are annual and competitive.

Restaurant Discount Card - Gourmet Society

You can opt-in to the discount card each November during the annual benefits window. It will give you up to 50% off meals at over 6,700 restaurants throughout the UK and Ireland. For £29.95, you'll receive a dining card that is valid for one year. This will be taken in a one-off deduction from your monthly salary in the December payroll.

Give As You Earn

This benefit allows you to give as much or as little as you like in donations to charities of your choice to support them to plan their activities sustainably through Charities Aid Foundation Give As You Earn. Regular donations will come from your monthly salary before tax.

Dental Insurance

By opting into the dental insurance plan, you'll have access to affordable dental treatment from the dentist of your choice and cover against NHS or private dentistry costs. This option gives you the opportunity to choose from four levels of cover from single cover to varied levels of cover for dependants. Dental cover costs are deducted from your pay monthly.

Season Ticket Loan

All permanent employees have the opportunity to participate in our interest free Season Ticket Loan scheme once you've completed your probation period. By purchasing a season ticket this way, you have no initial outlay yourself and benefit from an interest free loan. Please note that you are only able to borrow, per year, up to the net amount of your salary during your notice period. More information on how to apply is available via our Benefits intranet pages.

Bike Loan

All permanent employees can participate in our interest free Bicycle Loan once you've completed your probation period. By purchasing a bike this way, you've no initial outlay yourself and benefit from an interest free loan of up to £1000. More information on how to apply is available via our Benefits intranet pages.

Cycle to Work scheme

The Cycle to Work scheme is a government initiative that encourages alternative travel and reduces our environmental impact. Not only does it reduce your carbon footprint, but also allows you to spread the cost of getting a new bike, save on Income Tax and National Insurance and increase your fitness. We offer this benefit in partnership with Cyclescheme. Find out more via our intranet benefits pages.

Eye Care

Everyone who regularly uses a Visual Display Unit (VDU) – that's likely a computer screen for the average person – is entitled to an eye test at regular intervals (usually once every two years). We'll cover the cost of an eye test up to £25. Please note, this should only be used to cover tests which provide an assessment of the visual capability needed to use the display screen and are not a substitute for regular and more comprehensive examinations. More information on how to access the eye test is available via our Benefits intranet pages.

Where glasses or contact lenses are required specifically for working with display screen equipment as indicated by the eye test we'll provide a contribution of up to £50 towards glasses or contact lenses.



Learning and development

If we're going to rise to the challenge ahead of us we need to unlock the potential of everyone that works at Teach First. While you're with us we want you to grow and develop.

Professional qualification support

Your development is important – it helps you and us achieve our aims. That's why we have a fund to support with funding courses and qualifications that help your professional development. See our Professional Qualification Support policy for more information.

Apprenticeship options

Apprenticeships aren't just for those new to the workplace. We're using our apprenticeship levy to make sure our people have the skills and knowledge needed to grow in their roles. We offer apprenticeship options in management, project management and many more. We're open to discussing converting many roles into apprenticeships where a government approved scheme exists. See our Apprenticeship guidance for more information.

Management Development

Management: we've all experienced good and bad management. And we all know which we'd like more of. We want our people to excel as managers so their teams can too. We provide specific development opportunities and support for our managers.

Career break option

Sometimes getting experience outside of Teach First or having a bit of a break from the norm will help you grow. And we know that you'll bring what you learn back with you, so we can grow too. We offer career break options for all our employees with two or more years' service. See our career break policy for more information.

Family life and work

For those of us with families, caring responsibilities or thinking about starting a family it's important that work works for you. Agile and flexible working is a huge part of that, but so are some of the basics like leave and support. As you might have gathered, benefits and family are important to us, so we give you more than the statutory requirements. Find out more about via our family policies.