

STAFF BENEFITS POLICY

POLICY STATEMENT AND AIMS

Poppleton Road Kids Club values the talent, contribution, and achievements of every member of the organisation. We aim to acknowledge this through:

- a culture of recognition, which underpins the ethos of the organisation
- a series of core benefits
- the opportunity for ongoing skills development and, where possible, career progression within Poppleton Road Kids Club

This policy also aims to support the attraction, retention and engagement of staff needed to promote the delivery of a high-quality childcare service. The policy upholds the principles of equity and complies with all legal and fiscal requirements; it aims to be as simple as possible and to minimise levels of bureaucracy.

A CULTURE OF RECOGNITION

Poppleton Road Kids Club aims to be clear, systematic, and transparent about what people are paid for, and why. An agreed salary structure exists, and salary rates are reviewed annually by Trustees. Structural reviews are undertaken from time-to-time to reflect changes to job roles and responsibilities, changes in legislation and to reflect changes to achieve 'best practice' within the early years sector.

Whether a member of staff is employed on a full-time or part-time arrangement, or contracted on a supply basis, Poppleton Road Kids Club aims to foster a culture of appreciation in its attempt to reinforce organisational values, behaviours, and operating principles. We foster a spirit of "one for all and all for one"; this may simply involve saying thank you verbally or in writing.

STAFF BENEFITS

The core benefits available to all employees are outlined below.

- 20 days paid holiday pro rata
- 20 days paid company sick leave pro rata
- Additional paid annual leave (max 3 days) for length of service with Poppleton Road Kids Club
- Additional paid time off in between Christmas and New Year when the club is closed
- Employer contributions into a pension fund
- Free membership to Sovereign Health Care
- Annual flu vaccine
- Access to training FOC including First Aid, Food Safety, Moving and Lifting, Safeguarding, plus many other sessions based around children's care, learning and development
- Provision of a paid staff uniform
- Free Childcare when using Poppleton Road Kids Club for childcare

SKILLS AND CAREER DEVELOPMENT

- Access to online courses, for example provided by Noodle Now
- A broad range of training opportunities, some of which may be fully funded with paid weekly study leave.
- Longer term options to gain a recognised qualification
- Opportunities to develop a 'specialism' such as becoming Health & Safety representative or Special Educational Needs/Inclusion Co-ordinator for a Poppleton Road Kids Club.

This policy was reviewed at a meeting of	Poppleton Road OOSC
Held in:	Nov 2023
To be reviewed in:	Nov 2024
Signed on behalf of the setting:	
Name of Signatory:	
Role of Signatory:	Manager Deputy Manager