



Employee Benefits

Everything you need to know about the benefits available to you.



Welcome

At Inspired Learning Group, we recognise that the people who work for us are fundamental in enabling our schools and nurseries to provide an exceptional learning experience for every pupil we teach. To provide an outstanding education, we need outstanding teachers, nursery teachers and support staff who are recognised and valued for what they do.

Our benefits package is designed to help you when you need it and enable you to be at your best. I hope you make full use of the services available to you.



Amit Mehta, CEO



A People Business

The Inspired Learning Group family consists of **over 900 employee's** educating over **2500 pupils** across **22 schools and nurseries** in the UK.



**OVER 900
EMPLOYEE'S**



**2500
PUPILS**



**22 SCHOOLS
& NURSERIES**



Benefits Packages

At Inspired Learning Group, we offer a wide range of great benefits and perks to support you in and outside of work.



Holiday

All employees receive a minimum of 30 days holiday per year including bank holidays. Those working part time will receive holidays on a pro rata basis. Annual leave entitlement increases with service up to a maximum of 33 days inc bank holidays. For those employees on a 52 week contract added holiday in the following holiday year may be applicable. Refer to your contract of employment or speak to your line manager for further details



Fee Discount

Receive a discount for your own children to attend one of our schools or nurseries. Availability and the fee discount will depend on your role. Please speak to your line manager for full details.



Refer-a-Friend Bonus

Our employees are our greatest ambassadors, so we offer a £750 referral bonus after successful completion of their probation as a thank you for referring a friend to join ILG. Please speak to your line manager for full details.



Pension

For many, saving for a pension may seem like a long way off, but to help those who want to make a start, ILG has arranged for you to have a stakeholder pension. ILG will contribute 3% and you will contribute 5% of your salary each month. You can take pension holidays and you can opt out altogether. Please speak to HR for full details.



Training and Development

As a growing group with a range of career opportunities available, we are committed to training and developing our employee's. For some this may mean reaching a qualified status. For others it may mean developing your skills to enable you to become a manager, deputy head or even fulfil your potential to run your own nursery or school. You can discuss your ideas with your manager, or HR, at any time and you do not need to wait for your annual appraisal.

Family First

Maternity Pay

After two years of service, employees receive full pay for the first six weeks followed by one third of their gross salary for up to 33 weeks of maternity leave.

Paternity Pay

After two years of service, employees will receive full pay for two weeks.

Health and Wellbeing

In order to offer the best possible learning experience to our pupils, we need you to be at your best. Our range of health and wellbeing benefits are designed to support you in a range of ways.

DoctorLine

Unlimited 24/7 access to a large team of qualified practising UK GPs to help you with:

- Prescriptions
- Advice
- Second opinion
- Diagnosis
- Reassurance

Scanning Services

Speedy access to free MRI, CT and PET scanning services using state-of-the-art technology to help detect conditions as early as possible.

Best Doctors

Free access to Best Doctors service to gain an expert second opinion or request an alternative assessment from a worldwide database of circa 50,000 doctors in over 40 different medical disciplines.

Telephone Counselling

Free 24/7 access to counsellors to help you with a range of issues including:

- Stress
- Substance misuse
- Bereavement
- Problems at work
- Money management
- Family difficulties
- Anxiety
- Depression
- Relationships

Face-to-Face Counselling

The cost covered for up to 6 face-to-face counselling sessions or 6 Cognitive Behavioural Therapy (CBT) sessions in any 12 consecutive month period starting from your first session.

Therapy Treatments

Claim up to £150 back for any one or combination of the following treatments:

- Physiotherapy
- Chiropractic
- Osteopathy
- Acupuncture
- Homeopathy

Dental

Up to £60 per year to help cover the cost of routine dental healthcare including:

- Check ups
- Fillings
- Scale and polish
- Technicians' fees
- Full or partial dentures

Optical

Up to £65 per year to help cover the cost of routine eye healthcare including:

- Eye tests
- Prescription glasses
- Prescription sunglasses
- Contact lenses
- Contact lens solution

Dental Accident

Up to £200 towards the cost of dental treatment carried out as a result of accidental injury to teeth.

Chiropody

Up to £35 per year to help cover the cost of treatment and advice provided by a qualified chiropodist/podiatrist.

Gym Discounts

Receive discounted membership rates on gym memberships, digital fitness subscriptions and equipment across the UK.

Cycle to Work Scheme

Save money by purchasing a bike tax free with the option to pay nothing upfront and have payments taken tax efficiently from your salary. Please speak to HR for full details.

Making Life a Little Easier

We recognise that life can be challenging at times, so our benefits package is designed to offer perks and support for when you need it the most.

Compassionate Leave

We will all experience upsetting situations in our lives. When this happens, we will provide up to 3 days paid leave each year. Please refer to the employee handbook for full details.

Emergency Family Leave

Many of us will have caring responsibilities for children or members of our families. When this happens, we may be able to offer limited paid time off or unpaid periods of absence for longer periods. Please contact your line manager to discuss your circumstances.

Legal Advice and Information

Free telephone access to legal advice and information, from an experienced legal professional, on a wide range of issues, including:

- Consumer disputes
- Property
- Motoring
- Landlord/tenancy

Life Insurance

We recognise that not everyone is able to make provision for their families in unfortunate and unforeseen circumstances. We therefore offer a Life Insurance benefit as soon as you start your employment with us. Your manager will confirm the payment level applicable to you. You will be required to complete an “expression of wish” nomination form which is available from your line manager.

Season Ticket Loans

If you travel to work via bus, train or ferry and would benefit from having an annual season ticket, you can apply for a season ticket loan after six months’ service. Please speak to HR for full details.

Shopping Rewards

Access to offers and savings on a huge range of goods and services from 1000+ leading high street and online retailers.

Accessing Your Benefits

How do I access the benefits?

1 → **Register** for your account on My Westfield:
<https://www.westfieldhealth.com/my-westfield/overview>

2 → **Download** the My Westfield Health app.

Everything you need – from making a claim to calling Doctorline – can be accessed via the My Westfield app or website. The only exception to this is for shopping rewards that are accessed via Westfield Rewards.

When can I access the Westfield Health Benefits?

Westfield Benefit Plan for employees commences on the 1st of the month. As a new employee you will receive your account details directly from Westfield Health approximately one month after your start date.

What is Westfield Rewards and how do I access it?

Westfield Rewards gives you access to discounts and rewards from hundreds of leading retailers, restaurants and destinations. To access **Westfield Rewards**, [click here](#) to set up your account and make sure you have your policy number to hand.

How do I claim money back for treatments?

When logged into **My Westfield** either via the app or your web browser, simply select Start your claim. You will need to upload photo(s) of your receipt(s) to make a claim. The time you have to submit a claim is up to 26 weeks after treatment.

Who can I contact if I need help?

If you need any assistance, Westfield's Customer Care Team is here to help and can be contacted in the following ways:

🖱 [westfieldhealth.com](https://www.westfieldhealth.com)

✉ enquiries@westfieldhealth.com

📞 **0114 250 2000** (8am-6pm, Mon-Fri except Christmas Eve and public holidays)

Our HR team will be happy to help you and can be contact via email at hr@inspiredlearninggroup.co.uk or by calling **020 7127 9867**