

Benefits of working for Totton College

Totton College is an education centre which includes a vocational college and nurseries. The college is part of Nacro, a social justice charity. We offer an exciting range of opportunities within an inclusive and supportive environment. We truly value our employees and offer an excellent package of staff benefits. These range from generous leave entitlements to childcare vouchers and a pension scheme. We also offer an Employee Assistance Programme and free financial advice for staff. In addition, Totton College has excellent facilities for staff to use at the main college campus including a gym and beauty salon.



Working hours

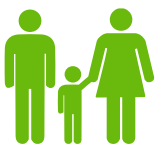
Full-time support staff employees are contracted to work 37 hours per week over 52 weeks. Term-time only and teaching staff are contracted to work 39 weeks per year. We are happy to accommodate flexible working patterns where possible to assist with a work/life balance and we welcome applications from people wishing to work on a part-time or job share basis.



Annual leave

All employees working 52 weeks a year are entitled to at least 22 days' annual leave per year plus eight bank holiday days. This increases to a basic entitlement of 25 days after five years of service and a basic entitlement of 28 days after 20 years of service. Grades 35 and above are entitled to additional annual leave days.

Holiday entitlement runs from **1 September** to **31 August**.



Childcare vouchers

To support staff who wish to have a career but also have childcare responsibilities, we can provide childcare vouchers for all employees who have children up to the age of 16, subject to conditions.



Pension scheme

You may join a pension scheme provided by Nacro, subject to satisfying certain eligibility criteria, and subject to the rules of the relevant scheme from time to time. Totton College will comply with its auto-enrolment pension duties in accordance with part 1 of the Pensions Act 2008.



Death in Service

Nacro offers all employees Death in Service. This means that if you die while an employee of Totton College, a lump sum equal to **three times your basic annual salary** will be paid to your beneficiary/beneficiaries.



Osteopathy discounts

As an employee of Totton College you will be entitled to receive discounts via the British School of Osteopathy for treatments undertaken.



Cycle to Work scheme

In the interests of the environment we offer employees loans of up to £1,000 for a new bike and equipment to use to commute to and from work.



25% discount at the Opus Beauty Salon

Staff enjoy 25% off treatments at Totton College's Opus Salon. This applies to haircuts and hair colour, nail, facial and body treatments, waxing and massages, spray tans and make up lessons.



High performance gym

Staff have free access to a high performance gym located on-site at the college campus, suitable for those looking to start an exercise programme or those who are seasoned gym enthusiasts. Inductions are available and facilities include rowing machines and weights equipment.



Discount on courses

A 50% discount is available on adult course fees (up to £200) including accounting, hair and beauty, computing, languages and art courses.



Employee assistance programme

CCP Direct is a confidential helpline that Nacro has contracted to provide help and support for individuals who may want to talk through any personal or work related issues, for example bullying or harassment at work, alcohol or drug problems, bereavement, assault, violence or major incident support. This service is completely confidential and is available FREE to all Totton College staff 24 hours a day, 365 days a year.



Discounted Costa Coffee

Costa drinks purchased at the main college campus are available to staff at a discounted rate.



Learning and Development

Totton College offers all staff the opportunity to develop within their role and progress through the organisation via a number of Learning and Development opportunities and activities.



Use of the Learning Resource Centre

Staff can borrow books, DVDs, journals and games from the Library for free. Daily newspapers are available to read, and the LRC team are happy to help source reading materials to help in any study courses/professional qualifications staff are undertaking.



Free financial advice

Totton College offers free financial advice to all staff through the Money Advice Service, who can provide a comprehensive array of services to help with everyday money matters. Staff can access this service via the helpline which provides impartial information about financial products and services, as well as giving guidance about money to help you work out what's right for you.



Union

Totton College works alongside trade unions NASUWT, ATL, Unison and NUT. Entry to the union is voluntary. You can join NASUWT via www.nasuwt.org.uk, join ATL via www.atl.org.uk, join Unison via www.joinunison.org.uk or join NUT via www.teachers.org.uk.



Staff network group

Totton College has a single equality network operated by Nacro which aims to promote equality and diversity both within the organisation and externally through sharing information and best practice. The group works closely with all sessional colleagues and staff including the Nacro leadership team.



Equality and diversity

Totton College is committed to promoting equality and diversity in all its activities.

We are proud of the action we take to eliminate discrimination and prejudice and ensure inclusion and engagement for all the people who work for us and with us. We will continue to strive towards a culture that is diverse and which recognises and develops the potential of all staff and learners/service users. This means promoting equality and diversity for black and minority ethnic people, men and women, people of all ages, people with disabilities, people of every sexual orientation, refugees and asylum seekers, people of all religious faiths and beliefs, people with diverse communication needs and ex-offenders.



Safeguarding

Totton College is committed to safeguarding and protecting the welfare of all those who use its services, working in partnership with the child, young person or vulnerable adult, their family and other agencies as appropriate.



Staff engagement group

To ensure positive communication and engagement is promoted throughout Nacro a staff engagement group operates across the organisation. The group's aims are to oversee the development and implementation of action plans designed to improve employee engagement and satisfaction across Nacro, to provide feedback to the Nacro leadership team on key operational and delivery issues including how working lives can be improved, and to consider appropriate methods of measuring employee engagement and satisfaction.

Probationary period

Totton College operates a 12 month probationary period for all new staff.

Nacro

Totton College is part of Nacro, a national social justice charity. Nacro helps the most vulnerable in society to change their lives and to reach their full potential by addressing social exclusion, inequality of opportunity and deprivation.

Totton College, based near Southampton, UK, offers vocational courses to school leavers and adults, covering BTECs, diplomas, NVQs and apprenticeships.

