

# Staff benefits

2018



### Pension scheme

We offer a defined contribution pension scheme through Scottish Widows. Employees are required to pay a contribution of 5% (you can pay more if you wish) enhanced by generous employer contributions. There is also generous life cover provision. The scheme offers lifestyle flexibility, with excellent online facilities provided by Scottish Widows, enabling you to keep in touch with the performance of your pension investments.



### Cineworld cinema vouchers

We offer access to a cinema benefits platform that entitles members of staff to cinema tickets discounted by up to 40% off the peak-time box office price at Cineworld. Members of staff will also be able to purchase popcorn and drinks vouchers as well as the Cineworld Unlimited Card at a discount.

The platform provides members of staff with access to a discount code that is valid for a maximum of six months and can be used to purchase tickets to see any 2D/3D film.

Members of staff can order up to 10 pairs of tickets per month, all of which can be downloaded within 20 minutes of purchasing.



### BHSF – cash benefits for dental, optical and other healthcare

BHSF provides cash back benefits for dental and optical healthcare, complementary therapies (Physiotherapy, Osteopathy, Chiropractic, Acupuncture, Homeopathy), consultation costs, health screening costs, GP consultation and private prescription service. Members will also have access to the Network Benefits which is the online facility giving access to value-for-money lifestyle benefits from well-known high-street names and brands.

If you are interested in joining the scheme, we will pay for the bronze level cover on your behalf. The level of cover can be extended to include cover for partners' and children at an additional cost.



### Subsidised gym membership

We provide a subsidy of £23.50 to staff that are members of a gym. Colleagues can join any gym of their choice, subject to proof of membership. We also have a corporate arrangement with Fitness First.



### Childcare vouchers via a salary sacrifice scheme

Computer Share Childcare Vouchers are non-taxable and exempt from National Insurance Contributions (NIC) and can save up to £1,196 (\*subject to individual circumstances) per parent per annum towards the cost of childcare.

Childcare vouchers have become the recognised payment method for childcare. All eligible working parents, with children aged under 16, are entitled to childcare vouchers regardless of tax status.

Computer Share Vouchers can be used to pay for the following forms of registered childcare: day nurseries, childminders, before and after school clubs, au pairs, and even holiday clubs for school age children.

Parents make the saving by entering a 'salary sacrifice' agreement with the BDA. Working parents 'exchange' part of their gross salary before tax and National Insurance deductions, requesting up to the cap value £55 per week (£243 per month) in childcare vouchers.



### Interest free season ticket loan

We provide an interest free season ticket loan for travel to assist staff with the purchase of annual travel tickets and Oyster cards.



### Flexible working hours and annual leave

We provide 25 days annual leave (excluding public holidays). Annual leave is calculated on a pro rata basis for new staff, part-time workers and leavers. Our offices are also closed for the period between Christmas Eve and New Year's Day each year providing members of staff with an additional four days annual leave. The total amount of annual leave for a full-time member of staff equates to 29 days excluding public holidays.

We also operate a flexible working hours policy. Flexi-time allows staff, within certain limits, to adapt the hours they work to their domestic circumstances or social life by giving them the opportunity of varying start and finish times. The working day core times and the pattern of flexible working is dependent on the job role and must be agreed with your line manager in advance.



### Lloyd & Whyte

Staff are able to take advantage of the services provided by Lloyd & Whyte – our financial services and insurance partner.



## Health Assured Employee Assistance Programme

We provide an Employee Assistance Programme (EAP) through Health Assured which enables staff to have access to qualified counsellors 24 hours a day.

The counselling and advice offered can help with a wide range of issues including:

- Childcare
- Consumer issues
- Debt
- Domestic abuse
- Drugs and alcohol
- Family issues
- Financial
- Gambling
- Housing
- Insurance claims
- Legal
- Relationships
- Stress
- Work

Counselling is available either via telephone or face-to-face and Health Assured counsellors are bound to confidentiality by a code of ethics. The telephone number for the Health Assured EAP is given below. The service is also free to use for partners of staff and/or family members. When you call, the only information you must give is the name of the BDA.

The Employee Assistance Programme also provides managers with an opportunity to discuss with a trained professional how best to approach employee issues where there is an emotional component causing concern.

[healthassuredeap.co.uk](http://healthassuredeap.co.uk) | 0800 269 616

For further information about any of these benefits, please contact the Human Resources Team.

### British Dental Association

64 Wimpole Street,  
London W1G 8YS  
Tel: 020 7563 4563  
Email: [enquiries@bda.org](mailto:enquiries@bda.org)

### BDA Scotland

Forsyth House, Lomond Court,  
Castle Business Park, Stirling FK9 4TU  
Tel: 01786 433810  
Email: [scotland@bda.org](mailto:scotland@bda.org)

### BDA Wales

Ground floor, 2 Caspian Point,  
Cardiff Bay, Cardiff CF10 4DQ  
Tel: 029 2049 6174  
Email: [wales@bda.org](mailto:wales@bda.org)

### BDA Northern Ireland

The Mount, 2 Woodstock Link,  
Belfast BT6 8DD  
Tel: 028 9073 5856  
Email: [nireland@bda.org](mailto:nireland@bda.org)