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ip.access Benefits

Payroll:

Salary is paid in arrears on the 6th of each month. Where the 6th falls on a weekend or bank holiday, payment will be made on the next possible working day.

Holiday:

The holiday year runs from January to December each year. The full annual entitlement is 25 days. Holiday entitlement will be calculated on a pro rata basis for employees who join the company during the holiday year. In addition all statutory and public holidays are honoured.

BUPA:

Employees are entitled to membership of a Private Medical Insurance scheme from their first day of employment. This is currently provided through BUPA. The scheme is open to employees and their partner and/or dependants (as defined under the BUPA rules). BUPA is classified as a taxable benefit and details will be listed on P11Ds at the end of the tax year.

Company Pension Scheme:

Employees will be eligible to join the Company's pension scheme after successful completion of their probationary period and three months' service. Please see the separate sheet enclosed. A full pensions pack is given out upon joining the company.

Life Assurance:

All employees are covered under the Company Life Assurance scheme from their first day of employment. The insured benefit is 4 x basic salary and will be paid to nominated beneficiaries should an employee die whilst employed by ip.access.

Gym Membership:

ip.access provides membership at Reflections gym located in The Belfry Hotel in Cambourne. All new members are encouraged to undertake an assessment prior to attending the gym on a regular basis. No payment is made for gym membership by employees.

Childcare Vouchers:

ip.access operates a childcare voucher scheme administered by Accor. For further information about the scheme, please contact Human Resources.

Permanent Health Insurance:

All employees will be included in the Company Permanent Health Insurance scheme from the first day of their employment. For further information, please contact Human Resources.

Employee Referral Scheme:

The company operates a generous bounty scheme for employees who recommend another prospective employee. Payment is made through the payroll on completion of the referred employee's three month probation period and is subject to statutory deductions.