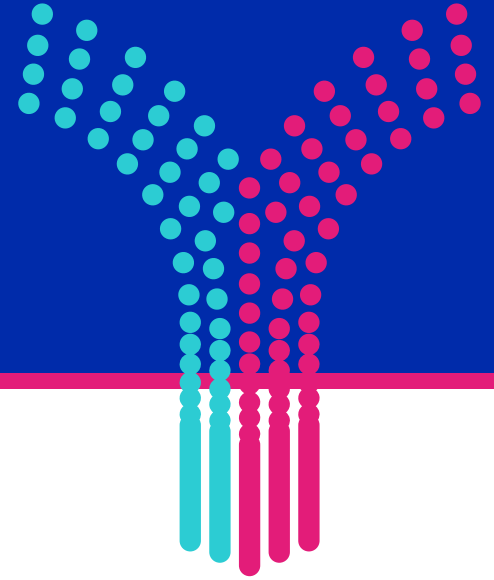


Employee Benefits



At the Youth Sport Trust we offer our employees extensive benefits. The terms and conditions are the same for permanent or fixed-term employees and are detailed below.

ACTIVE 30

The YST Active 30 staff programme allows employees to take 30 minutes of time away from their desk each day to do physical activity, either from a timetabled activity or free choice.

ANNUAL LEAVE

25 days entitlement per annum exclusive of bank holidays (pro-rata for part-time employees). The Trust also offers five additional days annual leave that are determined by the Trust. Additionally, employees are entitled to eight bank holidays across the year. The annual leave year runs from 1 April to 31 March.

BUYING ANNUAL LEAVE

Employees may purchase up to five days annual leave per annual leave year (this is pro-rata for part-time employees). The cost of the additional days will be deducted from employee's gross salary, in equal monthly instalments across the holiday year. Employee's line managers will need to authorise this request. Employees may only request to purchase additional days leave during the Trust's benefit window (1-28 February).

CAMPUS DISCOUNTS

• Campus Shuttle

Employees can use the university 'Sprint Bus' which runs from Holywell Park to Loughborough train station. Journeys within campus are free, if you need to go out of campus, there is a small fee. The Sprint Bus runs approximately every 10 minutes

• Gym Discount

Employees can benefit from a discounted membership fee at Holywell Fitness Centre, with savings up to £55 on an annual membership (other lengths of memberships are available)

• Running Fox, Loughborough

Show your university staff pass and receive 10% discount in store.

CASH PLAN

The Youth Sport Trust recognises the importance of maintaining good health and wishes to support employees and their families with this. We provide all employees with access to a cash plan that allows employees to reclaim costs for a range of medical care and treatment costs.

CHARITY WORKER DISCOUNTS

As an employee of a registered charity, employees will be able to access lots of different discounts and offers such as shopping, travel, insurance, utilities and much more. Registration is free and all discounts are accessed via the Charity Worker Discounts website. www.charityworkerdiscounts.com

FINANCIAL WELLBEING

All Employees have free access to a digital financial expert and adviser. This is available 24/7 – no face-to-face interaction needed. Consisting of a simple financial health check, followed by helpful guidance on what your priorities and next steps should be. You will also be able to access a 30-minute, free financial consultation with a financial advisor.

FOOD AND DRINK DISCOUNT

Various offers, discounts and rewards are available at all food outlets across campus.

FREE PARKING

We provide free parking at SportPark or other designated Loughborough University car parks. You will be required to display a parking permit in your windscreen at all times and you must park in a designated space.

GROUP LIFE ASSURANCE

The Trust offers all employees access to a Group Life Assurance Scheme. This will pay out two times employee's basic salary to nominated individuals should an employee die in service. Employees should ensure they fill out a Expression of Wishes form, to nominate the individual(s).

HOME-WORKING ALLOWANCE (IF APPLICABLE)

Employees who are designated remote workers (as per their contract of employment) and need to set up a home office, are eligible for a home-working allowance. The Trust will reimburse remote workers for the cost of their home office furniture up to a total of £250 to include desk, filing cabinet, lighting and a chair. Furniture will only be reimbursed once and within three months of the post being designated as home based, unless specifically agreed otherwise with the line manager and HR.

Employees have the option to buy the furniture and make a claim via expenses or purchase items through our preferred supplier via YST reception.

Hybrid working employees are provided with suitable work facilities in the Loughborough office and there is no additional support for furniture for the time that is spent working remotely. However, we recognise the need to ensure this can be provided by exception.

INTEREST FREE TRAVEL SEASON TICKET

Employees are eligible for a six or 12 month interest free season ticket loans for bus, train or tube tickets. This is deducted in either four or 10 month instalments via payroll.

MATERNITY PAY

The Trust offers enhanced company maternity pay to any employee with 52 weeks service by their 15th week before their EWC. This is 8 weeks full pay, followed by eight weeks half pay and the remaining 31 weeks statutory maternity pay.



PATERNITY PAY

The Trust offers enhanced paternity pay to any employee with 52 weeks service by the start of their paternity leave. The Trust will make up the difference between an employee's basic salary and statutory pay, so that employees receive two weeks full pay.

PENSION

Once employees reach three months service, they are contractually enrolled into the pension scheme nominated by the Trust. Upon joining the scheme employees will receive 5% employer pension contribution, based on their basic salary.

Currently, employees can choose whether to make a personal contribution to the scheme if they wish. This is capped at 10% via payroll, however further contributions can be made via direct debit. An employee contribution of 4% will be required in line with Pension Auto-enrolment Regulations.

Employees may opt out of the scheme if they wish but would need to complete an opt out form available from HR. Employees may only amend their employee contribution during the Trust's benefit window (1-28 February).

SICK PAY

During employee's probationary period, sickness absence will be paid at Statutory Sick Pay (SSP) rate only. Subsequently employees will be eligible to receive payment of company sick pay at a maximum of three months on full pay and three months on half pay in any period of twelve months.

STAFF KIT

All employees are supplied with YST branded kit upon passing their probation period (or sooner if required for an event). YST kit comprises of two polo shirts, one pair of tracksuit bottoms, one ¼ zip mid-layer and one heavyweight puffer jacket. Additional items are available to purchase if required.

VOLUNTEER LEAVE

The Trust recognises the importance of volunteering and as such provides up to five days volunteer leave per annum. Three days are paid, the remaining are unpaid.

WELLBEING CHAMPIONS

All employees have access to our Mental Health First Aiders, a team of internal colleagues who have been professionally trained to help to support employees with their mental health and wellbeing.

WILL WRITING SERVICE

All employees have access to a free will writing service. This benefit is available to both employees and their spouse / partner.

