

Sabbatical Leave – offering staff the opportunity to apply to take unpaid leave of up to twelve months and then return to a permanent role within the organisation (subject to management authorisation).

Season Ticket Loans – staff can access an interest free loan if they travel to and from work by public transport, paid back over five or 10 monthly instalments.

Staff Conference – every year we invite as many of our staff as possible to come together at this annual event, meet their colleagues and help celebrate each others' successes.

Team-building Events – teams can apply for funds and support to deliver or access structured team-building activities, supporting teams to work together, take a break and have some fun!

For more information on any of the benefits listed or how you can access them:

- Visit the HR page on the intranet and click on Staff Benefits
- Email HumanResourcesAdmin@lookahead.org.uk, or
- Speak to your manager or a member of the HR Team

lookahead.org.uk

Services we would be proud for our loved ones to receive



**your benefits:
your choice**

 **Look Ahead**
CARE, SUPPORT AND HOUSING

Look Ahead provide a wide range of staff benefits and the list of what we offer is growing all the time.

Check out our quick-glance guide to just some of the benefits of being part of the Look Ahead team.

Core Benefits – contractual benefits fully funded by Look Ahead, and which all qualifying staff are entitled to receive. These include:

- **Annual Leave** – a minimum of five weeks annual leave (pro-rata for part time employees) plus statutory days (your annual leave entitlement increases with your length of service).
- **Other Leave** offering enhanced benefits over and above the statutory rates for maternity, paternity, adoption and dependency leave (find out more details in Look Ahead's Family Friendly Policy).
- **Occupational Sick Pay Scheme** – up to a maximum entitlement of 12 weeks annually following successful completion of probation.

Employee Assistance Helpline – staff can access a 24 hour free confidential helpline, operated by First Assist Services, offering telephone counselling and lifestyle, health and legal advice.

Employee Discount Scheme – through our partnership with Reward Gateway, staff can access the UK's largest employee discount scheme, offering discounts in over 1300 retailers and cash-back options – look out for more information on Look Ahead Discounts!

End of Year Celebrations – offering every employee an annual £20 contribution towards an end of year celebration, to enjoy time with their team.

Eyecare Vouchers – offering a range of discounts for eye examinations, glasses and contact lenses with Vision Express.

Flexible Holiday Scheme – allowing qualifying employees to 'buy' or 'sell' a minimum of one days holiday, up to a maximum of one week's holiday in any year, subject to certain conditions. Employees buying holiday will make tax and National Insurance savings through salary exchange.

Healthcare Cash Back Plan – provided by Health Shield, this scheme financially reimburses you for treatment costs (up to an annual limit) for everyday healthcare needs including dental treatment, physiotherapy, and chiropractic and health screenings. You can also access preferential rates for a network of health clubs and hotels. Pre-existing conditions and dependent children are also covered under your plan.

Learning and Development – we offer a huge range of learning and development opportunities for staff at all levels of the organisation including skills and management development training, e-learning, secondments, job swaps, tasters, mentoring and coaching.

Living Wage – Look Ahead are proud to pay the Living Wage – this is an hourly rate set independently and updated annually, that employers voluntarily choose to pay. The rate varies whether you work within or outside of London.

Pension and Death in Service – the Social Housing Pension Scheme (SHPS) is available to all employees via salary exchange. This means the amount of salary exchanged is exempt from National Insurance. The scheme includes a Death in Service lump sum of 3 x your annual salary.

Professional Qualification Sponsorship and Study Leave – offering staff the opportunity to apply for financial sponsorship and up to five days study leave to use towards professional qualifications or courses relevant to their current role or future ambitions at Look Ahead.

Quarterly Staff Recognition Scheme – every three months, we award staff from across the organisation for demonstrating excellent performance in line with our organisational values. Staff can be nominated by their managers, peers or their customers.

Ride to Work Scheme – providing loans for bicycles and cycling equipment through our retail partner, Evans - as a tax and National Insurance free benefit through salary exchange.

