Employee Benefits

Pay
Salaries for our jobs are advertised as and when vacancies arise. We feel our salaries are competitive for the sector. Teaching salaries are agreed with the National Joint Council for Sixth Form Colleges Association. Support staff receive an annual increment on their salary each April and Teaching staff receive this in September.

Annual Leave and Christmas Closure
The College offers a minimum of 24 days' annual leave for Support Staff (plus three days at Christmas), with additional leave depending on length of service and grade.

Employee Wellbeing

Employee Assistance Programme
In partnership with Education Support Partnership the programme gives all our employees, and their family members confidential counselling, support, resources and information for personal and work-life issues. These services are provided at no charge.

Family friendly policies
We also offer generous parental and special leave, details of which can be provided upon request.

Cycle to Work Scheme
Save up to 42% on a new bike and spread the cost by joining our cycle to work scheme. Interested staff members are able to purchase a new bike and/or bike equipment through the cycle to work scheme initiative. This offers staff tax savings, as repayments are taken from staff salaries on a monthly basis before tax deductions are made. Further details are available.

Techscheme Salary Sacrifice Scheme
This works in the same way as the Cyclescheme via 12 monthly salary sacrifice deductions and provides tax and national insurance savings on the payments.

The scheme limit is £1,000 and can be used to purchase personal IT equipment and mobile devices, including accessories. Any costs in excess of this limit can be paid by you directly to the scheme suppliers. https://www.techscheme.co.uk/home

Flexible Working Arrangements
The College will consider applications for flexible working arrangements. As an organisation we aim to help our employees achieve a work life balance, by allowing variations in staff working patterns and hours, wherever is practically possible. Part-time working and homeworking may be considered. We have great IT systems in place to enable our staff to work easily away from the office as and when necessary.

Health Screenings
Various Health Screenings are offered throughout the year, this includes flu vaccinations in November each year, free of charge to staff.

College Gym
The new state of the art gym is available for all staff to use. You will need to complete an induction session with a member of the PE department.

Gym Membership
We have a corporate membership for Brighton and Hove Sport Complexes. This includes use of all gyms, fitness classes and swimming pools at Brighton and Hove Sports Centres. To sign up visit Withdean Sports Complex. Employees can join for a reduced monthly fee.

Trade Union Membership
The College recognise the 2 Trade Unions:

UNISON – for support staff Reps
The Education Union– for teaching and support staff Rep

There is no obligation on any member of staff to be a member of a Union. Please see union reps for membership information, joining fees etc.

The Unions have consultation rights within the college for terms and conditions of employment and other matters concerning staff. Varndean Sixth Form College encourage all employees to join the union.

College Cafeteria
The College cafeteria is in the Hone Room on the first floor and caters for all students and staff. Its opening hours are 8.30 am to 3.00 pm Monday to Friday during term time. It provides a range of hot meals, salads and snacks. There are also vending machines selling drinks and snacks. A weekly menu is found on the intranet and in the staff bulletin.

Pension schemes

Support Staff
All support staff automatically become members of the Local Government Pension Scheme unless they decide to opt out. Members of the scheme are required to contribute a percentage of their pensionable pay, according to their salary. Varndean Sixth Form College will make a further contribution of 19.8% of the pensionable pay.

Teaching Staff
All employees automatically become members of the Teachers' Pension Scheme unless they decide to opt out. Members of the scheme are required to contribute between 7.4% and 11.7% of their pay (depending on the salary range) and Varndean Sixth Form College will make a further contribution of 23.68% of the pensionable pay.

Additional Voluntary Contributions (AVC)
Additional voluntary contribution (AVC) allows members of workplace pension schemes to pay extra contributions to build up additional benefits. Employees interested in finding out more about AVC should contact the Payroll Coordinator.

Learning & Development
The College is committed to the on-going professional development of our staff. Training needs are highlighted through the annual appraisal scheme and development needs are continuously reviewed. As part of this we offer a combination of in house (Staff Development Sessions) and external training opportunities. Training courses need to be booked through the Staff Training Coordinator.

The Library
The Library is based upstairs in the Loft. It opens from 8.30 am every day and is stocked with over 15,000 books, magazines and periodicals, as well as CDs and DVDs. As a staff member at Varndean Sixth Form College you are automatically a member of the Library and will need to show your ID badge to borrow resources.