

KALEIDOSCOPE

COLLEAGUE BENEFITS



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These benefits are available to all colleagues on Kaleidoscope Project Terms and Conditions and along with our Policy on Salary Reviews and Employee Recognition Schemes outlines our approach to rewarding colleagues for both their loyalty, commitment and dedication to the performance of their roles.

(This excludes colleagues on pre-existing TUPE transfer terms and conditions as they will have specific schemes attached to their previous Contract of Employment)

Annual Leave buy/sell

After 1 year of completed service you will be able to buy/sell up to 5 days of annual leave. Changes can be made mid-year if more than half of the annual leave year remains.

Wellbeing Day/You Day

From 1st January 2025 you will be awarded a Wellbeing day to focus on your wellbeing and a You day for you to use as you wish. These will be added at the start of each new annual leave year.

Company Sick Pay

From September 1st 2024, the new Enhanced Entitlements will be:

- 6 months - 2 years: 30 days full pay/30 days half pay
- 2-3 years: 40 days full pay/40 days half pay
- 3-4 years: 50 days full pay/50 days half pay
- 4+ years: 60 days full pay/60 days half pay

BUPA Cash Health Plan

A cash back health care plan that enables colleagues to claim back the following amounts in any one year:

- Up to £60 dental
- Up to £200 for Accidental Dental
- Up to £60 for optical care
- Up to £50 for Health Assessment (BMI, blood pressure, cholesterol or diabetes check, kidney or liver function test)
- Up to £25 towards chiropody, podiatry and reflexology
- Up to £150 for physiotherapy, osteopathy, chiropractic and acupuncture
- Up to £250 towards diagnostic consultations, tests and scans

Gym Membership Loan

We are excited to introduce gym membership loans, designed to make it easier and more affordable for colleagues to access a yearly gym membership. By opting for this loan, you can significantly reduce your overall costs compared to paying a monthly membership fee.

This benefit is available to all colleagues and can be arranged through Kaleidoscope's People Services Team. Repayment of the loan will be conveniently deducted from your salary over a ten-month period, making it a hassle-free option to support your well-being.

If you have any questions about the above benefits, please reach out to HR@kaleidoscope68.org

Paid Dependency Leave

Provided that colleagues have successfully completed their probationary period, they may choose to swap 5 days of their Company Sick Pay in exchange for 5 days of paid Dependency Leave. This leave allows colleagues time off to deal with emergency situations, such as a sick child or a relative who lives with them, for example.

Cycle to Work Scheme

A salary sacrifice scheme is available to colleagues for the purchase of bicycles and accessories. The purchase price is paid by the organization and reclaimed on an interest-free, monthly basis from salary. The amount is deducted from your annual salary and is therefore exempt from National Insurance and tax. (Maximum value of £1,000 after a successful probation period.)

Unpaid Dependency Leave

This period of leave is to enable colleagues to deal with emergency situations where they are required to support a dependent person. This leave is either unpaid if a colleagues member has not requested to exchange some of their Company Sick Pay days, or if a colleagues member has exceeded 5 days within any 12-month rolling period. The definition of limits for time off is within the bounds of reasonableness, and your absence may be monitored and managed according to the Absence Management Policy.

Maternity /Adoption Pay

Providing you have worked continuously for 26 weeks prior to the baby's due date (or adoption placement date) you will be entitled to Statutory Maternity Pay that is made up to 90% full Company pay for six weeks, followed by 33 weeks at the statutory rate. If you have been employed for at least 2 years at the beginning of the 15th week before your due date and return to work after your maternity leave for a minimum of 3 months, you will be entitled to:

- Statutory Maternity Pay made up to full pay for the first 18 weeks A further 21 weeks at the statutory rate, Providing you have worked continuously for 26 weeks prior to the baby's due date (or adoption placement date) you will be entitled to Statutory Paternity Pay that is made up to full Company pay for two weeks.

Shared Parental Leave

- Shared Parental Leave is available to all colleagues that meet the qualifying criteria for Maternity / Adoption or Paternity Pay
- The detailed policy explains the full entitlements, but essentially this enables the father of the child/ partner of the birth mother or adoptive partner to share the 39 weeks
- Maternity Pay Period between the two parents/partners

Paternity Leave/Pay

From June 1st 2024, all colleagues will be entitled to 1 month of full pay for paternity leave, when they reach two years of service. Colleagues must have worked continuously for Kaleidoscope for 26 weeks by the end of the 15th week before the expected week of childbirth.

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Money Coach

Financial wellbeing support through Octopus Money Coach where colleagues can access a free initial one to one coach meeting to discuss topics of interest specific to individual need. E.g. Budget Planning/ Debt Management/ Investment Funding/ Retirement Planning/ House Buying. There is the option to access the paid for service for further financial well-being/ planning- option to have as salary sacrifice option.

Electric Car Scheme

A salary sacrifice scheme available to eligible colleagues (over 1 years service and meet earnings threshold) may be eligible to apply for this scheme to lease an electric vehicle which comes through payroll and has associated tax savings advantages.

Annual Leave Entitlement

All colleagues are entitled to a minimum of 25 days of annual leave, which increases incrementally each year to a maximum of 32 days. This is in addition to bank holidays.



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