

## Conditions of Service

<b>Contract Type</b>	Permanent																						
<b>Grade</b>	SPOT																						
<b>Salary</b>	In the range of £80,000 - £90,000 p.a.																						
<b>Pay Date</b>	27th of each month																						
<b>Probationary Period</b>	6 months																						
<b>Hours of work per week</b>	Full time																						
<b>Annual Leave Entitlement</b>	30 days																						
<b>Annual Leave Year</b>	1 September – 31 August																						
<b>Bank Holidays</b>	8 public holiday's, extra statutory and 8 College closure days in addition to annual leave entitlement																						
<b>Pension</b>	<p>You will automatically become a member of the Teachers' Pension Scheme. You can opt out of the scheme within three months of taking up the post.</p> <table border="1"> <thead> <tr> <th>Band</th> <th>Whole-time pay</th> <th>Contribution rate</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>£0 - £27,697.99</td> <td>7.4%</td> </tr> <tr> <td>2</td> <td>More than £27,698 and up to £37,284.99</td> <td>8.6%</td> </tr> <tr> <td>3</td> <td>More than £37,285 and up to £44,208.99</td> <td>9.6%</td> </tr> <tr> <td>4</td> <td>More than £44,209 and up to £58,590.99</td> <td>10.2%</td> </tr> <tr> <td>5</td> <td>More than £58,591 and up to £79,895.99</td> <td>11.3%</td> </tr> <tr> <td>6</td> <td>More than £79,896+</td> <td>11.7%</td> </tr> </tbody> </table> <p>You will automatically become a member of the Teachers' Pension Scheme. You can opt out of the scheme within three months of taking up the post.</p>		Band	Whole-time pay	Contribution rate	1	£0 - £27,697.99	7.4%	2	More than £27,698 and up to £37,284.99	8.6%	3	More than £37,285 and up to £44,208.99	9.6%	4	More than £44,209 and up to £58,590.99	10.2%	5	More than £58,591 and up to £79,895.99	11.3%	6	More than £79,896+	11.7%
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<b>Medical</b>	All employees must undergo a health check and may be required to undergo a medical examination																						
<b>Smoking</b>	The College has a total no smoking policy within the College buildings, grounds and car parks																						
<b>Place of work</b>	Members of staff may be required to work on either a temporary or indefinite basis at any premises within a reasonable daily travelling at which the College currently has or may subsequently acquire or at any premises at which it may from time to time provide services																						
<b>Performance Review</b>	You are required to participate in the College's Performance Review Scheme																						
<b>Notice by the College</b>	This job can be terminated by the College by giving 3 months' notice after completion of a probationary period or extension of that																						

	probationary period (except in the case of gross misconduct where your employment may be terminated without notice)
<b>Notice by member of staff</b>	You can terminate employment at any time by giving the College 3 months' notice in writing
<b>Offer of Appointment</b>	<p>An offer of appointment is subject to:-</p> <ul style="list-style-type: none"> <li>• A medical report satisfactory to the College</li> <li>• Receipt of documentation to prove eligibility to work in the UK</li> <li>• Receipt of references satisfactory to the College</li> <li>• Receipt of all original copies of relevant certificates or evidence of qualifications gained</li> <li>• Successful completion of a probationary period</li> <li>• Receipt of an enhanced DBS Disclosure to the satisfaction of the College. You may be required to provide additional information if you are a non-British citizen or have lived overseas</li> </ul>