

# Benefits Guide



## From Day 1

### Annual Leave

Annual leave starts at 26 days per year excluding bank holidays. Our leave year runs from January to December and at the start of the leave year following completion of a year's service, annual leave will increase by one day. The annual leave allocation continues to rise annually in January until it reaches the maximum of 29 days.

In addition, there are 8 paid public holidays per annum



### Wellbeing Days

In addition to annual leave, all employees are eligible for a Wellbeing Day.

This is an extra day of leave included in an employee's annual leave entitlement and record and will be pro-rata for those on part-time hours.

### Perkbox

As an employee benefit platform, Perkbox offers a wide range of discount offers at nationwide retailers, including supermarkets, restaurant chains, subscription services and visitor attractions. It's free and you can use it from any desktop or mobile device; there's a handy mobile app to use on the go. The site's Wellness hub includes guided meditation tracks, music and videos covering everything from yoga and workouts to nutrition, mindfulness and mental wellbeing.

# Employee Assistance Programme

Dogs Trust provides access to an Employee Assistance Programme to help support our staff. The service includes a free confidential 24-hour helpline where advice and support can be sought on a range of issues, as well as up to five sessions of confidential counselling.

## Life Assurance

Dogs Trust has a life assurance policy which covers all employees in the event of death in service. The cover provides a lump sum benefit of 3 times annual salary to one or more nominated beneficiaries in the event of the employee's death.



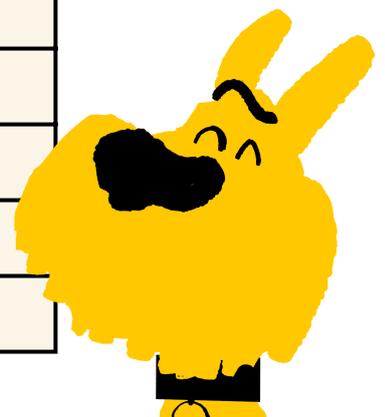
## After 3 Months

## Pension Scheme

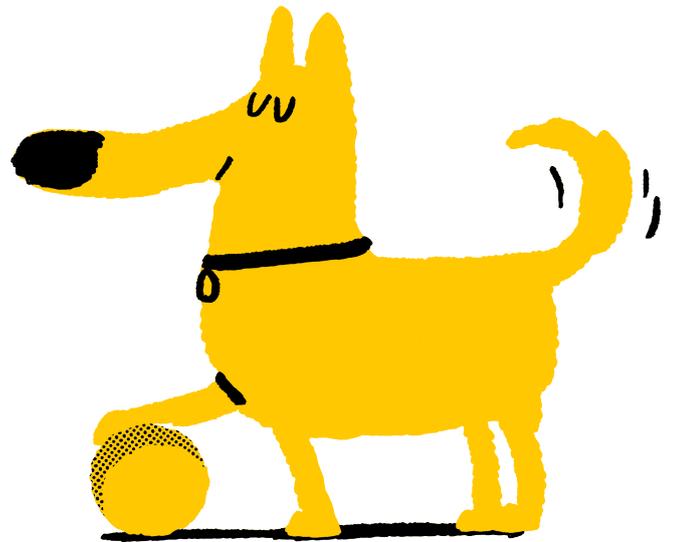
Dogs Trust operates a group personal pension scheme with Standard Life. Staff are automatically enrolled after 3 months' service at the minimum employee level of 1.50%. For those who wish to take it up, a salary sacrifice scheme is currently in operation.

Your Payment	Dogs Trust Payment	Total Payments into Plan
1.50% Min	9.00%	10.50%
2.00%	9.50%	11.50%
2.50%	10.00%	12.50%
3.00%	10.50%	13.50%
3.50%	11.00%	14.50%
4.00%	11.50%	15.50%
4.50%	12.00%	16.50%
5.00%	12.50%	17.50%
5.50%	13.00%	18.50%
6.00%	16.00%	22.00%

Employees are free to make additional voluntary contributions above 6% of salary; however, our employer contribution is capped at 16%.



# On successful completion of probationary period



## Season Loan Ticket

We provide interest free season ticket loans for travel to and from work upon successful completion of probation. Loans are repaid over a maximum of 12 months via monthly salary deductions.



## BUPA Dental

We also have a Dogs Trust scheme with BUPA dental which is open to all staff. Employees pay for the dental scheme themselves via payroll deduction.

For more information about who we are  
are and what we do, go to  
[www.dogstrust.org.uk](http://www.dogstrust.org.uk)

