

# Employee Benefits

All you need to know about the benefits available to employees



# Core Benefits



## Bright Benefits

Our online benefits platform stores information on all our benefits available to you. Please register to find out more: [bright-benefits.com](https://bright-benefits.com)

Bright-Benefits is our go to hub of all the amazing extras you can receive as an employee! Reward is more than just a salary; at Bright Horizons we offer a full suite of benefits and perks to support you in and outside of work. Ensure you register and log on regularly to be as up to date as possible for all the extras you can receive!

- Go to [bright-benefits.com](https://bright-benefits.com)
- Select "Register Here"
- Complete a few personal details (you need your employee number) and you can get started

## Recognition

Celebrations are held across the organisation from a simple 'thank you' for a job well done to congratulating a colleague on a promotion or a birthday. Our recognition events include annual Awards of Excellence, long service awards, Employee Appreciation month and more!



Our recognition events include annual Awards of Excellence, employee appreciation month, long service awards and much more. Heartfelt Thanks platform allows for employees to choose from a wide range of gifts on their milestone anniversary and also to celebrate anyone in Bright Horizons by sending an instant eCard for special work or life events. Heartfelt Thanks app can be accessed via BrightWeb.

## Professional Development



We are committed to providing every one of our people the very best learning opportunities to support them in reaching their full potential. Our Professional Development Team empower our employees to enhance skills and knowledge whilst promoting new options for learning and growth. Our HEART Principles supports each Bright Horizons' colleague in the first steps of their professional journey and beyond. We regularly evaluate and review our range of quality blended learning to ensure they are up-to-date with current legislation, sector trends and business requirements.

## Flexible Working Culture



We embrace flexibility as we understand how this can help support your lifestyle.

All employees can request flexible working and we offer wide ranging flexible solutions to balance home and work.

## Time To Refuel



Paid time off and additional annual leave to recognise your length of service. Holiday leave up to 33 days including bank holidays.

## DSE Eye Tests



Bright Horizons will pay for an eye test at any branch of opticians for those requiring a Display Screen Eye Test. If spectacles are required for DSE then Bright Horizons will contribute £45.00 (cost of basic spectacles). If you require any variation in the spectacles for DSE use, then the additional cost will be at your own expense.

## Time For Support



Compassionate leave is available to all Bright Horizons Employees. Bright Horizons provides up to four days paid time off for you to be with your family.

### Hospitalisation

Health and Wellness is an important part of your Wellbeing. Should you need to attend hospital as a day patient or be required to have an overnight stay Bright Horizons provides paid leave up to 3 days in addition to Company sick pay.

### Company Sick Pay

Should you be unable to attend work due to sickness, Company sick pay is available up to 9 full days dependant on length of service.



# Core Benefits



Our Wellbeing approach focuses on 3 intertwined strands: Emotional, Physical and Financial. This enables us to support our employees wellbeing holistically rather than focusing on one area.

## Emotional Wellbeing Support

Our Wellbeing Centre offers a wide range of professional support as well as health and wellness resources.

### Employee Assistance Programme (EAP)

Our EAP offers a vast range of advice and support on work, personal or family situations that you may need some help or guidance to work through. This includes free confidential face to face and telephone counselling and e-counselling including legal and medical advice.

### Wellbeing services

All employees have full access to "I Will" employee wellbeing resource centre providing advice and information on the 16 most popular health & wellbeing topics. It can even provide you with a structured 4-week plan using a series of simple daily action points to follow. It couldn't be easier!

### Mental Health Awareness Training

Bright Horizons is committed to supporting employees with their Mental Health. Our Mental Health Charter is available to see via Bright Web. We encourage conversations about Mental Health and want employees to feel able to communicate openly. We are pleased to have e-learning modules plus accredited courses in Mental Health awareness to support you; as an individual, as a colleague or as a leader, with understanding mental health. These can all be accessed via the Learning Zone.



## Financial Wellbeing £

### Nudge

Financial Wellness (understanding and taking care of your money) is an incredibly important area that we, Bright Horizons, are committing to providing more support on. With so much conflicting advice, it's often difficult to see through the jargon and make the best decisions. We've partnered with Nudge to help us do this.



Nudge is an online tool that provides:

- Personalised money feed with financial updates (posts) that affect you
- 'Nudge', to email, SMS or WhatsApp, when something happens in the money universe that impacts you
- 'People Like You' comparisons for your spending, saving and borrowing
- Budgeting tools and reminders
- Resources and tools to support you eg debt management, understanding government benefits, starting to save

**Register at [simplermoney.uk](https://www.simplermoney.uk)**

### Season Ticket Loans

To help you manage the costs of commuting to work, we offer a season ticket loan. The loan gives you the ability to benefit from the savings of an annual travel pass without the need to pay the entire amount up front. Buying an annual season ticket is usually cheaper than purchasing monthly or weekly tickets and can help you manage the costs of commuting to work. To support the Financial Wellbeing of our employees, loans will only be authorised if the monthly repayment amounts are affordable by the employee.



## Physical Wellbeing

### Cycle Solutions

We have partnered with Cycle Solutions to provide our Cycle to Work Scheme. Cycle Solutions enables you to get a tax-free bike. Employees will qualify for savings of up to 48%\* (dependant on own financial situation) of the retail cost of bikes and accessories, up to a limit of £1,000, paid via salary sacrifice over a 12 month hire agreement.



### SmartFit™

SmartFit™ makes it easier to improve your wellbeing by making it much more affordable. Available via **Bright Benefits**, SmartFit provides sensational rates from providers across the country to join your nearest gym, take part in outdoor bootcamps, get an online fitness membership, buy exercise equipment for your home, or have a health assessment. SmartFit™ makes it simple by giving you the choice to pay for the entire membership upfront, with monthly Direct Debit options also available.



### Best Doctors

Best Doctors is a leading second medical opinion company. It offers a range of services from giving you an expert second medical opinion, to providing personalised answers to non-urgent medical questions. Access to Best Doctors also extends to partners and immediate family who live in the same household as you.



### Company Pension Scheme

It is important to our financial wellbeing to save for our future. We have partnered with The People's Pension to manage our Company Pension Scheme. All employees will be automatically enrolled in the scheme on joining the Company. Bright Horizons has provided a period of 3 months known as a postponement, which will enable you to have time to consider the options that are appropriate to you. Contributions start at 3% employer, and 5% employee and the scheme is open to all employees. The scheme is compliant with Automatic Enrolment. (Pension contributions may change in line with government legislation.)



### Life Assurance

We recognise that not everyone makes provision for their families in unfortunate unforeseen circumstances. We therefore offer a Death in Service benefit at after one years service. Further details including the provider are listed on **Bright Benefits**.

Your line manager will confirm the payment level. Please ensure you confirm your Beneficiary information on Employee Express.





## Core Benefits

### Childcare Discount



As an employee of Bright Horizons you will have the opportunity (subject to availability) to place your child in one of our nurseries with a discount of 40% and a second child with a 10% discount. Places may be restricted due to location, number of employee places already taken, start up etc.

### Emergency Dependants Leave



Time off for last minute emergencies involving those you care for.

### Back-Up Care

We're proud to offer our Bright Horizons Back-Up Care programme to support our employees who have caring responsibilities. All employees have access to back-up child care and adult care for when their regular arrangements are unavailable. Our back up provision also provides assistance with sourcing care and discounts with our partners in our extensive network e.g. holiday camps/clubs.

### Carers UK

Caring for a loved one who is unwell, disabled or requires extra support can be valuable and rewarding, but without the right support caring can have an impact on your health, your job, your finances and your social life. Bright Horizons has teamed up with Carers UK to offer carers in our workforce support. This also gives employees free access to **Jointly** which is Carers UK's mobile and online app to help carers share and co-ordinate care.

Bright Horizons is proud to have a Carers policy and Carers passport for our carers to help support them balancing work and caring responsibilities.



## Caring for Others



### Making a difference

We are passionate about making a difference in our communities through our registered charity, the Bright Horizons Foundation for Children. We create Bright Spaces - enriching play environments for disadvantaged children, located in domestic violence refuges, police stations, children's homes, homeless accommodation and prisons. **Bright Spaces** are designed to help children to recover from the trauma of their experiences and build positive relationships, through play.

There are lots of ways you can get involved:

- Create and support **Bright Spaces** local to you
- **Volunteer** and **fundraise**
- **Apply for Volunteer Grants** and **Community Champions** awards for other causes you care about
- Take part in **Brightening Lives Activities**
- **Spread the word** by connecting with us on social media

To find out more about the Foundation visit [www.brightspaces.org.uk](http://www.brightspaces.org.uk)



#### Bright Horizons Give As You Earn Scheme

We know that not everyone has time to get involved in fundraising activities but still wants to help make a difference; Giving for Good allows you to do just that.

Through the Charities Aid Foundation (CAF) all colleagues can set up a monthly tax-free donation, direct from their salary, to the Foundation for Children (or any charity you wish to support) through our Giving for Good scheme.

Find out more on [bright-benefits.com](http://bright-benefits.com)

# Additional Benefits

Employees eligible for the below benefits will be notified in their offer of employment.

## Medicash

This provides cash back on a wide range of medical treatments including:

- Dental treatment and or injury
- Optical costs including contact lenses
- Cost of your prescription charges
- Consultant appointments
- Holistic/alternative therapy treatment

**+ medicash**  
A positive approach to health

## Medicash Virtual GP

Medicash Virtual GP offers:

- Consultation with an NHS-registered GP by video
- Receive advice, private prescriptions, open referrals and Fit notes
- Order NHS repeat medication in-app, with free delivery
- Ask a GP or pharmacist questions directly through the app
- Set medication reminders and much more...

## Private Medical Cover

Certain Senior Leadership roles are eligible to join our Private Medical Scheme. Your line manager will provide further details.

## Car Allowance



Roles that require regular travel are provided with a Car allowance. The amount will be confirmed to you at the point of recruitment, or if you change positions to one that requires significant travel.

## Discretionary Bonus Scheme



Bright Horizons operates a performance bonus scheme for specific positions. Your line manager will provide further details.

## Professional Fees and Subscriptions



Certain roles are eligible to claim for their professional fees and subscriptions linked to their job role.

**Additional information on the benefits can be found on our Employee Benefits website: [bright-benefits.com](https://bright-benefits.com)**