

Staff Benefits at Barnes Roffe

Caring about our staff!

At Barnes Roffe we care about our staff. We recognise that you want to have a successful career alongside a happy and stress-free home life. We, therefore, want to provide you with a benefits package that not only complements our competitive salaries and gives you a great experience at work, but also provides you with support in your everyday life.

This document summarises what we offer should you join the Barnes Roffe family. Further information is available upon request.

Time off!

Holiday

We provide a generous holiday entitlement which starts at 23 days and increases after 5 years by one day each year to a maximum of 28 days. If you are a Manager, you will receive 28 days per year in your first full year. This includes an allowance to be used at Christmas so that the firm can shut down and give everyone a well-earned break. In addition to this, Christmas Eve is generally given as a discretionary additional day off on top of your entitlement.

UK standard Bank and Public holidays are in addition to this.

Study leave

We want our students to do well and support them in their studies. Paid time off is given to all students to study for professional examinations and to sit the exam itself.

Other time off

We offer a variety of compassionate and family-friendly leave options if you need to take time off to care for a dependent: these include compassionate leave, parental leave, time off for dependents and emergency leave.

A flexible attitude

Aside from our statutory obligations to consider flexible working requests, we recognise the benefits of having a flexible attitude when it comes to your working conditions.

“ *We want you to have
a successful career
alongside a happy and
stress-free home life.* ”

Looking after you!

Health Cash Plan

All staff may join our health cash plan when they start at the firm.

Health Cash Plans provide annual cashback benefits towards preventative treatment such as optical, dental, and physiotherapy treatments, preventative checks and jabs, prescriptions, consultations, and even diagnostic tests.

In addition to the above, you can also access additional benefits to stay on top of your everyday health, such as discounted gym memberships, Virtual GP appointments, and digital wellbeing.

Private medical insurance

Private medical insurance is available to managers and above, and all staff who have been with the firm for 5 years or more. We want to ensure that you get seen by a medical professional as soon as possible if you become unwell, as we recognise the pressure illness can put on you and your family. You may choose to add your partners and/or dependents to the policy for an additional premium paid monthly from your net salary.

Your Barnes Roffe pension- planning for your future

All staff are automatically enrolled into our pension, which is administered by The People's Pension, no later than 3 months after their start date. Based on the current law, we require you to contribute a minimum of 5% of your gross salary to your fund and the firm will contribute a further 3%. Your contributions are deducted from your net salary.

You may also make additional voluntary contributions to the scheme which will be deducted via salary sacrifice, giving you Tax and NI savings!

Enhanced maternity & paternity

Barnes Roffe understands that there can be lots of additional expenses when you have a new baby. We want to support our staff with these costs and offer enhanced maternity up to the value of 25% of the pregnant employee's or primary adopter's gross pay after 5 years service. We haven't forgotten those staff who want to take paternity leave either. We offer two weeks' full pay so that they can spend time with their baby too.

Life Assurance Cover

You will automatically have access to our Death in Service policy. This means that in the unfortunate event of your death, your loved ones will receive 4 x your basic annual salary, which will typically be paid free from any inheritance tax.

Group Life Assurance is a non-taxable benefit, and therefore, Barnes Roffe will cover the cost on your behalf.


No action is required on your behalf to enrol in the policy. You will receive access to a portal where you may nominate your beneficiaries in the event of your death.

Employee assistance programme ("EAP")

With ever-increasing pressures at home and work, there are times when we all need extra support to balance the demands of everyday life. Our EAP Service employs professionally qualified Counsellors and Information Specialists, who are experienced in helping people deal with all kinds of practical and emotional issues such as wellbeing, family matters, relationships, debt management, workplace issues, and much more. This service is available to you and your immediate family.

Eyesight testing

Barnes Roffe recognises that your vision may be affected by regular Display Screen Equipment (DSE) and will therefore pay for you to have regular eyesight testing if a free test is unavailable and pay for a basic frame and single-vision lenses where you require them solely for use with DSE equipment. We recommend that you have your eyesight tested every 2 years, as much of our work is computer-based; however, in special circumstances, this may be more frequent. Our Health Cash Plan will also contribute to eye care.

 ***Our EAP Service gives you access to professionally qualified Counsellors***

Your working life!

Training

When you study a professional qualification with us, we not only provide study leave, but we will also pay for all course materials and first attempts at examinations.

For our qualified staff, we also offer an additional five half-day CPD days with our training provider.

Equipment and software

We will provide an up-to-date laptop and everything you need to work from a client's office or at home effectively. This can include a headset, mouse, keyboard, and cloud-based access to your working files. Everything you need for a professional on the move!

Off-street parking

Parking is available free of charge at our Leytonstone, Dartford and Uxbridge offices.

Cycle to Work scheme

We are pleased to be able to offer a Cycle to Work Scheme in partnership with Cyclescheme.

You can save money on a new bike and accessories by purchasing through a salary sacrifice arrangement with Barnes Roffe.

Deductions will be made monthly from your gross salary. For more information, visit our link on the [Cyclescheme](#) website.

Season ticket loans

Season ticket loans are available to staff preferring to use public transport to commute, subject to qualifying criteria.

Free refreshments


We provide a variety of free refreshments for you to enjoy on site and there are always plenty of treats provided by staff and partners on all floors.

Our social activities

At Barnes Roffe, we recognise that the better we all know each other, the more fun it is to work together. Our staff meet up and go out together regularly. We also arrange and organise staff events throughout the year, including a Summer ball and Christmas parties, as well as charity fundraisers and client events.

Your safety

We want our staff to feel safe coming to work. We have a Health and Safety committee that regularly carries out risk assessments around the buildings.

 ***At Barnes Roffe, we recognise that the better we all know each other, the more fun it is to work together.***

We are committed to making Barnes Roffe a great place to work and will continue to review our benefits on an on-going basis.

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