
Redbridge Institute – A great place to work

Staff Rewards and Benefits

Our success is due to our committed staff who provide outstanding service and teaching for our learners every day.

Motivated staff are fundamental to our continued success and we are committed to providing the best support and development opportunities to enable all staff to succeed. We provide a safe, welcoming environment for both our learners and our workforce.

We actively promote equality and diversity and support the following initiatives:

- Investor in People
- Positive about Disabled People
- Healthy Workplace
- Autism Ambassadors

Benefits of Working at Redbridge Institute

Lifestyle

Flexible working arrangements mean that staff can apply for different working patterns if their circumstances change. For staff on our local contract you will receive a generous leave allowance of 35 days per year plus bank holidays and an additional 3 days of discretionary leave over the Christmas period when the building is closed.

Staff workrooms

Full time and fractional staff are allocated a dedicated workstation for their sole use and sessional tutors benefit from an excellently equipped resources room with secure lockers, access to PCs, an interactive Whiteboard for practice, scanner, printer, guillotine and binding facilities. Staff can loan laptops and iPADS for work use. Microsoft Office software is available for free download for educational use.

Staff training and Development

Staff attending any essential training in their own time will receive an attendance allowance. The Institute provides many CPD opportunities for staff. These include peer reviews, mentoring and coaching support as well as in-house workshops. We will pay the annual membership fee for the Society of Education and Training (SET) worth £65 for staff engaged on particular development activities.

Health and Wellbeing

- There are on site fitness and wellbeing courses and staff are entitled to a £25 staff discount and some courses may be free.
- Discounted eye tests and contribution towards the cost of glasses: £15 towards the cost of the eye test and a contribution of £37.50 towards the cost of glasses/contact lenses
- Occupational health and safety workstation assessments

- Staff surveys and a regular Consultative Forum with union representations and senior managers
- A free, independent and confidential 24 hour Employee assistance scheme provides help and support. Expert and confidential advice is available from our third party supplier, livewell optum, on personal, work and wellbeing matters. You can contact them by calling the freephone number 0800 282 193 in confidence, 24 hours a day. You can also visit the website www.livewell.optum.com using the following login details: Username/access code: london.redbridge – there is no password
- Occupational Health Scheme

Pensions

Depending on which contract you are on, you have access to either the Local Government Pension Scheme or the Teacher’s Pension Scheme.

Staff Appreciation and Recognition Awards

The Staff Appreciation and Recognition Scheme recognises individuals and teams who are making a real difference to the learners, staff or Institute in general. Our annual award ceremony celebrates their work and highlights the particular successes of individuals and teams for their special contribution in relation to the learner experience at the Institute.

Categories	Criteria
Innovative Teaching Prize £200 (to be given as a voucher)	To recognise those individuals who, in the view of their peers and/or learners have significantly enhanced the learning experience through innovative teaching, learning or assessment methods. This should have led to successful learning outcomes for learners. Those nominated for this award should have shown the ability to motivate and engage learners to help them achieve specific learning objectives, demonstrating enthusiasm, knowledge and a genuine passion for their subject area.
Outstanding team Team Certificate £30 voucher for each team member	To recognise a team who has worked together to deliver outstanding results in their work area. This will be a team which has team members who are: <ul style="list-style-type: none"> ▪ committed and work well together ▪ have built effective and strong working relationships with others ▪ co-operating with others in their own department and across other departments ▪ working flexibly and creatively to deliver excellence in their area

<p>Outstanding customer service</p> <p>Prize £100 (to be given as a voucher)</p>	<p>To recognise outstanding service by staff to learners and will be an individual who:</p> <ul style="list-style-type: none"> ▪ thinks about how best to meet learners’ needs ▪ treats learners with respect, acting positively on feedback to provide an excellent service and striving for continuous improvement ▪ is flexible and pro-active in order to improve services and performance ▪ builds good working relationships, effectively communicating, sharing ideas and information.
<p>Learner Staff nomination</p> <p>Prize £100 (to be given as a voucher)</p>	<p>Nominated by learners and judged by Governors for staff demonstrating outstanding support and enriching the learner experience</p>
<p>Staff member of the month</p> <p>Certificate</p>	<p>Each month one or two staff members will be featured as Staff Member of the Month. Staff will be selected by SLT for this recognition from the compliments received that month.</p>
<p>Stars</p> <p>Thank you postcard</p>	<p>Compliments for staff can provide a boost to staff morale. The Principal shows our appreciation of these compliments by sending staff a thank you postcard. Each term a list of staff ‘stars’ is published.</p>