

# EMPLOYEE REWARD SUMMARY



BENEFIT	ELIGIBILITY	WHAT DOES THE BENEFIT PROVIDE?
<b>22 Days Holiday</b>	From day 1.	Paid holiday entitlement plus bank holidays in England and Wales (4 to 5 days should be saved for the end of year factory shutdown).
<b>25 Days Holiday</b>	After 4 years service.	
<b>26 Days Holiday</b>	After 10 years service.	
<b>Buy / Sell Holiday Days</b>	The option to buy or sell up to 5 days of annual leave depending on length of service	
<b>Candidate Referral Scheme</b>	From day 1.	Earn up to £250 in shopping vouchers or items from the Sunseeker collection, in return for referring a suitable candidate to work at Sunseeker International.
<b>Cycle to Work Scheme</b>	From day 1.	Options to purchase a bicycle through a salary sacrifice, during order period.
<b>Sunseeker Merchandise Discounts</b>	From day 1.	Purchase high quality Sunseeker Merchandise at highly discounted prices.
<b>Private Medical Insurance</b>	After 4 years service.	In-patient or day-patient treatment of acute conditions. Out-patient treatment of acute conditions. Targeted drug therapies for cancer. Nursing at home. Private ambulance. Parent accommodation costs. Minor surgery by a GP. Hospice care. Treatment for complications of pregnancy and childbirth. Baby bonus. NHS Cash benefit. GP Helpline. Neck, Muscles, Joints or Back Pain rehabilitation. Video consultation with a Doctor, Therapist or Specialist. Prescription delivery to your home. Text/SMS medical questions and answers. Medical App for Smart phones. Healthcare advice when abroad.
<b>Private Medical Insurance Dental Care</b>	After 4 years service.	100% reimbursement for NHS Treatment. Worldwide dental injury cover. Hospital cash benefit. Hygienist treatments. Contribution for private restorative treatment.
<b>Reward and Recognition</b>	From day 1.	A mechanism for Line Managers to reward and recognise staff who have gone above and beyond in the course of their duties. Rewards range from paid breakfasts and extra tea break time, to shopping and restaurant vouchers.
<b>Work Wear</b>	After 4 weeks service.	Branded work wear for weekly paid production staff.

<b>BENEFIT</b>	<b>ELIGIBILITY</b>	<b>WHAT DOES THE BENEFIT PROVIDE?</b>
<b>Life Cover</b>	After 12 months service.	Life cover is payable at x4 gross salary.
<b>Pension</b>	From 3 months, or earlier if employee opts in.	Sunseeker will make a contribution of 6% of basic salary, as long as the employee pays at least 3% of their basic salary.
<b>Sports and Social Club</b>	From day 1.	An employee run discount scheme across a huge range of local businesses. (Terms apply).
<b>Employee Assistance Programme (EAP) 24 Hour Helpline</b>	From 12 weeks.	The EAP is a benefit that provides employees and their dependants with professional, confidential support and advice on a number of issues, including legal, financial, medical, counselling, consumer, work, family and stress.
<b>Personal Protective Equipment (PPE)</b>	From day 1.	A comprehensive and quality range of approved PPE is available free of charge to employees.
<b>Prize Draw</b>	From day 1.	An annual employee led prize draw. Employees contribute a weekly or monthly amount to the prize draw pot and at each December various cash prizes are paid.
<b>Sick Pay</b>	After 6 months service subject to successful completion of probation.	Employees will be eligible to receive Company sickness benefit. One day's Company sickness benefit (inclusive of SSP) is equivalent to 8 hours basic pay. This benefit is payable for up to 30 working days within a 52-week rolling period.
<b>Compassionate Leave</b>	After 12 weeks service.	Up to 5 days paid leave for death of an immediate family member. 1 day for extended family.
<b>Medical Appointment Leave</b>	From 12 weeks.	1 hour paid leave for medical appointments. Up to 10 appointments in a year.
<b>Parental Leave</b>	After 12 months service.	Up to 18 weeks unpaid leave to support a child up to their 18th birthday.
<b>Time Off For Dependants</b>	From day 1.	Emergency/unplanned unpaid time off work to deal with any emergency concerning a dependant.
<b>Maternity Leave</b>	From day 1.	52 weeks leave made up of 26 weeks Ordinary Maternity Leave and 26 weeks of Additional Maternity Leave.
<b>Paternity Leave</b>	After 26 weeks service at the 15th week before the expected due date.	Two weeks Ordinary Paternity Leave including full salary for the first week of paternity leave.
<b>Adoption Leave</b>	From day 1.	Up to 52 weeks Adoption Leave.
<b>Shared Parental Leave</b>	After 26 weeks service at the 15th week before the expected due date.	Options to share up to 50 weeks of leave and 39 weeks of pay.