



ACORN[®]
industrial services limited

ACORN Employee Benefits



Employee Benefit Handbook

Welcome to ACORN! We are delighted that you have joined the team, in this handbook you'll find a range of resources and benefits that come along with being an ACORN employee. We welcome your feedback on how we can tailor our benefits to align with our employees overall lifestyle and well being. Please get in touch with the HR team if you have any questions or queries, we thank you for choosing to be part of the ACORN team!

Your HR department are:
Gill Cockcroft & Natalie Jones



Your Rewards



Pensions & Savings

- Pension Scheme
- Bonus Scheme
- Increased employer pension contribution
- Pension salary sacrifice



Lifestyle & Wellbeing

- 22 days holiday plus bank holidays
- Fully funded social events
- Free refreshments



Transport

- Cycle to work scheme
- Free on-site parking
- Vehicle electrical charging points



Health

- Westfield Health cash plan
- Vitality personal health insurance
- On-site first aiders
- On-site Mental Health first aiders



Training

- Access to the Axel Johnson business school
- Payment of professional subscriptions
- Product training

Pensions & Savings

Company Pension Scheme

Planning for the future is vital, and we understand that. That's why after 3 months employment, you will automatically be enrolled for a pension scheme that sets you up for retirement. By contributing to the pension scheme, you benefit from tax relief and save on National Insurance through salary sacrifice. You can adjust your contribution rates whenever necessary, as long as they meet the statutory minimum percentage.

You are required to contribute 5% of total earning towards the scheme, but you can contribute more if you wish. In return, we will contribute 3% of your total earnings, this is then increased to 6% after 2 years service.

Quarterly bonus scheme

All eligible staff can get a quarterly monetary bonus included in their salary on the first month of each quarter.



Lifestyle & Wellbeing

Holiday Entitlement

All employees receive an annual holiday entitlement of 22 days, in addition to bank holidays. For part-time employees, this allowance is pro-rated based on your contracted hours.

Long Service Recognition

At ACORN we think it's important to celebrate our employees dedication, that's why we have long service awards starting from 5 years service, and continue in 5 year increments. Every 5 years, employee's get a financial award as a thank you for their service.

Fully funded social events

We love celebrating our employee's and their successes, which is why we put on fully-funded staff social events throughout the year for us all to get together and celebrate.



Transport

Cycle to Work Scheme

ACORN offers the Cycle to Work Scheme, which is a government initiative that can help you save up to 25-30% on the list price of a new bicycle. Through this scheme, your employer can pay for the bike, accessories and components (up to £2,000), which you can repay over 12 months out of your Gross pay. This means you can save on tax and NI while enjoying the benefits of cycling.

Free on site parking with electrical vehicle charging points

We offer free parking for all employees at our head office and throughout our 11 U.K. branches. In addition to this, we have also installed electric charging ports for all employees with electrical vehicles, encouraging our staff to go electric and reduce our CO₂ footprint.



Health

Westfield Health Cash Plan

Free to all employees, the Westfield Cash Plan covers optical, dental, Wellbeing & Alternative Therapy Treatments, Consultations, MRI, CT and PET Scans, Doctorline, 24 Hour Counselling & Advice Line, Structured Counselling Sessions and Westfield Rewards.

Vitality Private Health Insurance

After 2 years, employees are entitled to Vitality Private Health insurance, giving them access to in-patient & day-patient treatment, advanced cancer care, primary care, mental health care, discounted gym membership and retail rewards

On Site Mental Health First Aiders

We take our employee's well being seriously, this is why our Group HR Manager is a trained Mental Health First Aider.



Training

Access to the Axel Johnson Business School

ACORN employees can access the Axel Johnson Business School program via the intranet. There are options for both classroom-based courses and e-learning options for professional development. Some courses may require fees, but we encourage you to apply for the ones that interest you.

AX 150 fund

Another benefit of being part of the Axel Johnson International group, is the recently established 'Axel Johnson 150 fund'. This education fund is available to all employees within the group, including those at ACORN. This fund aims to inspire and promote lifelong learning among our employees.

Payment of professional subscriptions

We want to support employees in the continuous development of their professional skills, this is why we pay for any professional subscriptions.



Further information & FAQs

What happens if I leave the company?

Once you ceased employment with ACORN, all benefits provided by the company will cease.

What happens if my circumstances change throughout the year?

If your circumstances change throughout the year due to a significant event in your home or work life, it may impact your benefit choices. Such events are referred to as Life Events. Please get in touch with the HR department if you want to discuss this further and understand how it may impact your benefits.

Further Questions

If you have any further questions about your employee benefits, please do not hesitate to contact the HR department at HR@acorn-ind.co.uk



Head Office

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