

# Employee Benefits

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**At Airband,  
people are at the heart  
of everything we do.**

That's why we want to make sure our people have the very best benefits when working for Airband. We're always looking for ways to reward our valuable employees, which is why we've put together a range of brilliant benefits to add increased value to your salary and beyond.

**With Airband,  
it's more than just a job,  
it's a journey together.**

So, the longer you stay with us, the more rewards you can benefit from. After all, we want you to stick around and enjoy the journey with us!

# Our Company Values

## The Airband Mantra

Behind every great company is their even greater company values. For us, they're the blood that runs through our veins, and the skeleton that makes us who we are. They're more than just words, it's our mantra...



### Friendly

We're all in this together. We treat everyone as we wish to be treated and work together building great working relationships throughout the business and beyond.



### Community

We champion the cause of communities and deliver solutions that work for everyone. We build communities up and create something we're proud to be a part of, externally and internally through our own Airband community.



### Specialist

We innovate and develop expertise. We're constantly changing our processes and adapting to new ways of working to stay ahead of the curve. We're always open to new ideas and ways to help transform the future with technology. We want to ensure everyone becomes a specialist in their field, and we'll work with you to get the relevant skills, knowledge and development needed to do exactly that.



### Responsive

We listen, we're flexible, and we deliver what we promise. We're reactive to the needs of the business as well as each other, so there's always someone happy to lend a listening ear or a helping hand whenever you're in need.

## We give you the opportunity to:

- Be Supported**  
Be treated in the way you wish to be treated
- Grow**  
And develop your expertise
- Contribute**  
To Airband's fast pace journey in a changing digital market
- Make a Difference**  
As a valued member of our team

## In return we ask you to be:

- Passionate**  
And positive, being proud of how you make a difference
- Respectful & Friendly**  
Treating others how you wish to be treated
- Responsible**  
For your role in the Airband journey
- Creative**  
Seeking the best solution for our customers

## What benefits are available?

Take a look at the table below for a quick and easy guide to what benefits are available and when.

Benefit	0	6 mths	1 yr	2 yrs	3 yrs	4 yrs	5 yrs	6 yrs +
Holidays	25	25	25	26	27	28	29	30
Wellbeing Helpline	✓	✓	✓	✓	✓	✓	✓	✓
10% Gym Membership	✓	✓	✓	✓	✓	✓	✓	✓
Cycle to Work Scheme		✓	✓	✓	✓	✓	✓	✓
Death in Service		✓	✓	✓	✓	✓	✓	✓
Car Financing			✓	✓	✓	✓	✓	✓
Tech Scheme			✓	✓	✓	✓	✓	✓
Health Cash Fund			✓	✓				
Dental Care				✓	✓	✓	✓	✓
Medical Insurance					✓	✓	✓	✓

**There are also some other ways of earning a bit of extra cash available for all employees** – see page 15 to bag some extra benefits.

We want everyone to enjoy the perks of working for Airband, so **there aren't many conditions attached to our benefits.**

However, **you'll find any restrictions clearly outlined** under each of the benefits.

Please note, we're unable to offer benefits to anyone that is on disciplinary, suspended or in their notice period.

T&C's: Employees will be enrolled quarterly once they become eligible for the scheme. This will happen in February, May, August and November each year and you will be informed by email before you are enrolled. If you do not wish to participate in a scheme that you are automatically enrolled for then please email HR to inform them. Please note that the healthcare benefits will have an implication on the amount of tax you pay. If you do not wish to pay this tax then you can opt out of the scheme. Who is eligible? In order to qualify you need to meet the eligibility criteria for each benefit, not be in disciplinary, suspended or be in your notice period.

## Health & Wellbeing

### Holiday Allowances

Everyone values their time off to refresh and refuel – and rightly so!

That's why each employee will start off with 25 days holiday per year, plus bank holidays on top. (Yippee!)

Your holiday allowance will increase the longer you're with us too, so after working with us for 2 years you'll receive 1 day for each years' service, up to a whopping 30 days when you've been with us for 6 years.



## Employee Assistance Programme – Health Assured

Is there any better benefit than to get health assured? Benefit from peace of mind and specialist support to help you through life's struggles.

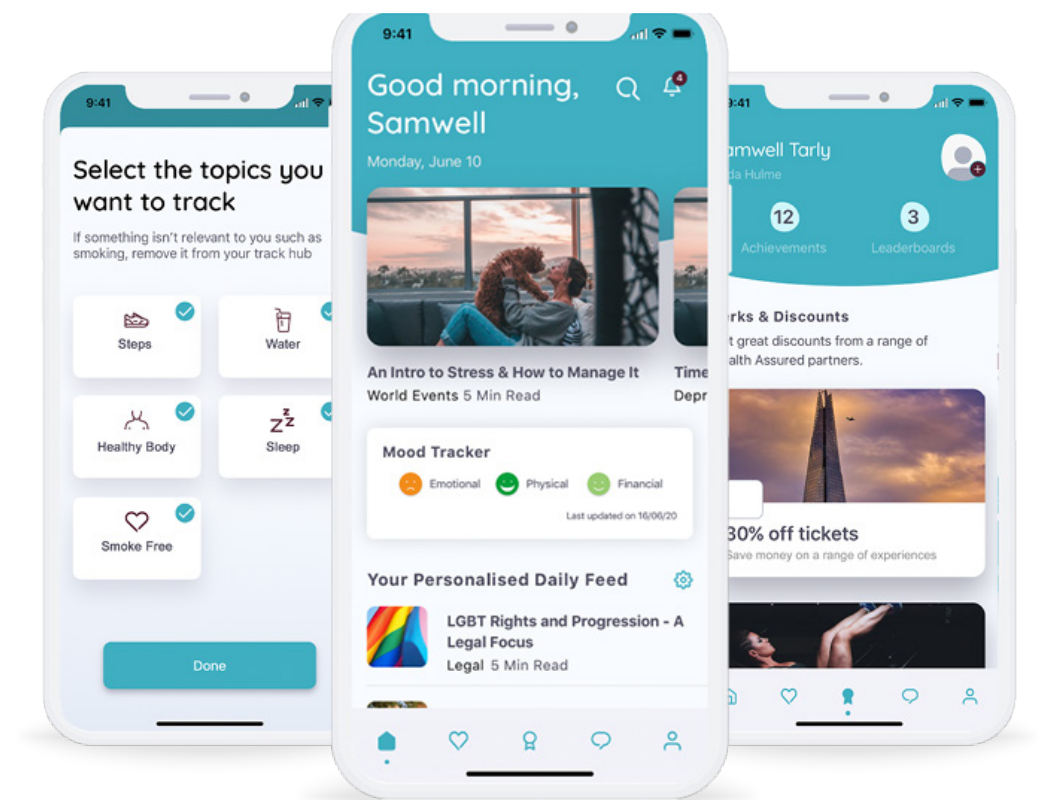
The Health Assured employee benefits programme (also known as an employee assistance programme) is the UK and Ireland's most trusted EAP, giving caring and compassionate support to over 13 million lives and 50,000 organisations.

Here you'll discover a suite of wellbeing services, offering you and your family a structured way to work through physical or mental health issues and financial difficulties.



## Benefits

- The **My Healthy Advantage app and online portal**: a comprehensive library of resources to help you get through life's challenges.
- **24-hour helpline**: share a problem with someone who listens to you with care before getting actionable advice.
- **Telephone counselling**: work through your problems with a qualified therapist accredited by the British Association for Counselling and Psychotherapy (BACP).
- **Face-to-face counselling sessions**: speak with a qualified professional in a private and confidential setting near you.



## Eligibility

All Airband employees have access to Health Assured.

## Gadgets & Gizmos

### EE Perk

Enjoy 20% off your monthly line rental on EE's phone, tablet, SIM only or mobile broadband plans. Whether you want to switch to EE or you're an existing customer wanting to upgrade to a better device, you can save money with this fantastic deal.

What's more, every employee can get up to five discount codes, so you can pass them on to family and friends.

Discount codes can be used when ordering online and instore.



### Eligibility

All Airband employees have access to EE Perk.

## Cycle to Work Scheme

Getting out and about on two wheels can seem costly when you weigh up the price of the bike and all the must-have accessories too.

Thankfully, that needn't be a worry, as we're offering all you keen pedallers (and future cycling enthusiasts) up to 39% off a bike and accessories!

Cyclescheme is an employee benefit that saves you 25-39% on a selection of bikes and accessories. You pay nothing upfront and the payments are taken tax efficiently from your salary by your employer.

What's the deal? You can save on a package worth up to £500! Go for a bike, a bike and accessories, or just accessories – it's entirely your choice!

### Eligibility

To be eligible you must:

- Be on a **permanent contract**
- Have successfully passed probation
- **Work 22.5 or more hours per week**
- Have at least **6 months service**



## Car financing

Got your eye on a new set of wheels but worried about the costs?

Car financing, through Tusker, enables you to drive a brand new fully maintained car for an affordable, fixed monthly amount. Through salary sacrifice, the scheme combines tax efficiencies, manufacturer discounts and VAT savings to deliver fantastic value on your new ride!

One great fully-inclusive package - you just need to add fuel. No deposits and no credit checks means no fuss. At last!

What's more, lifestyle protections offer you peace of mind for a variety of life events including resignation, redundancy, maternity/paternity and long-term sickness too.

In many cases, the car can be returned to Tusker without cost. Phew!

- **Choice** - virtually every make and model of car in the UK market.
- **Savings** - affordable even to low earners with manufacturer discounts, plus no deposit or credit checks.
- **Risk free** - allowing for a variety of life events including resignation and redundancy.
- **Peace of mind** - usership avoids the unpredictable costs associated with car ownership.
- **Flexibility on terms** - agreement lengths from 24 to 48 months.
- **Fully-inclusive package** - insurance (incl. business use) maintenance, servicing, vehicle tax, European breakdown cover, tyres, MOT and more.
- Just add fuel.



### Eligibility

To be eligible you must:

- Be on a **permanent contract**
- Have successfully passed probation
- **Work 22.5 or more hours per week**
- Have at least **12 months service**





## Tech Scheme

Want to upgrade the tech in your life?  
This benefit makes it all easily possible!

### How does it work?

Techscheme lets you get hold of the latest tech through your employer. It's simple, you spread the cost by making payments out of your salary. You can make the payments over 12 months, through 12 payments from your salary, and you'll even make a National Insurance saving of up to 12% too!

Best of all – **you own the products from the beginning and there's no need to pay an end of hire fee.**

**You can choose from over 5,000 tech products.** Whether you need tablets and televisions, fitness trackers and phones or games consoles and kitchen appliances...Techscheme has got it!

Techscheme is powered by Apple and Currys PC World, the UK's top tech retailers. Pick Apple products directly through our Apple store and Apple will ship them directly to you. Or select the total value of the products you want to get from Currys PC World and Techscheme will email you a Redemption Code to use in store or online. Easy peasy!

The best part? **You'll be able to spend up to £500 on the latest technology.** When ordering through Currys/PC World you'll be able to top up this amount too! (You can't do this when ordering directly from Apple).

### Eligibility

To be eligible you must:

- Be on a **permanent contract**
- **Work 22.5 or more hours per week**
- Have successfully passed probation
- Have at least **12 months service**

# Health & Insurance Benefits

## How can I enrol?

You'll be automatically enrolled for the healthcare and insurance benefits within the next quarter after you become eligible. It's worth noting that enrolling happens quarterly in February, May, August and November each year. As a reminder, you'll be informed by email before you're automatically enrolled.

If you don't wish to participate in the healthcare or insurance scheme, please make sure you email HR to inform them.

Please note, the healthcare benefits will have an implication on the amount of tax you pay (more information can be found on p19.)



## Death in Service

This cover provides your loved ones with some assurance if anything were to happen to you. This is paid out as one full sum of 100% salary to your next of kin on the event of your death.

### Eligibility

To be eligible you must :

- Be on a **permanent contract**
- Have successfully passed probation
- **Work 22.5 or more hours per week**
- Have at least 6 months service

### How to apply

**You don't need to apply.** You will be automatically enrolled in the quarter after becoming eligible.

## Health Cash Fund

Worried about health expenses? Need not – we've got you covered! The health cash plan allows you to claim back the costs of a number of routine health expenses without a worry. All you need to do is make the initial payment, and then claim the cash back.

What's included?

- **Optical**
- **Dental treatment**
- **Consultations**
- **Therapies**
- **Prescriptions**

**It's easy to claim** - simply have the treatment, pay for it and be sure to keep the receipt. After, complete your claim form online and Bupa will pay the money directly to your nominated bank account.

**You also have the option to add your family members** for a little extra out your bank account each month, a small price to pay for peace of mind. To apply you will need to contact BUPA directly.

Once enrolled you will receive a pack in the post with all the information needed on how to claim and what is covered. In the meantime, if you need to speak to someone with a healthcare issue please call **0345 751 5515**.



### Eligibility

To be eligible you must:

- Be on a **permanent contract**
- **Work 22.5 or more hours per week**
- Have at least **12 months service**

### How to apply

You don't need to apply. **You will be automatically enrolled** in the quarter after becoming eligible. All the information will be sent to you by post from Bupa.

## Dental Care

We can all appreciate tooth care can get expensive. Thankfully, this dental plan helps to offset some of the cost, with added reassurance it'll pay out on all dental work to the **NHS limits**.

### This includes:

- Routine check ups
- Dental X rays
- Fillings and root canals
- Extractions
- Restorative dental treatment

Once enrolled you will receive a pack in the post with all the information needed on how to claim and what is covered. In the meantime, if you need to speak to someone with a healthcare issue, please call **0345 751 5515**.



### Eligibility

To be eligible you must:

- Be on a **permanent contract**
- **Work 22.5 or more hours per week**
- Have at least **24 months service**

### How to apply

You don't need to apply. You will be automatically enrolled in the quarter after becoming eligible. All the information will be sent to you by post from Bupa.

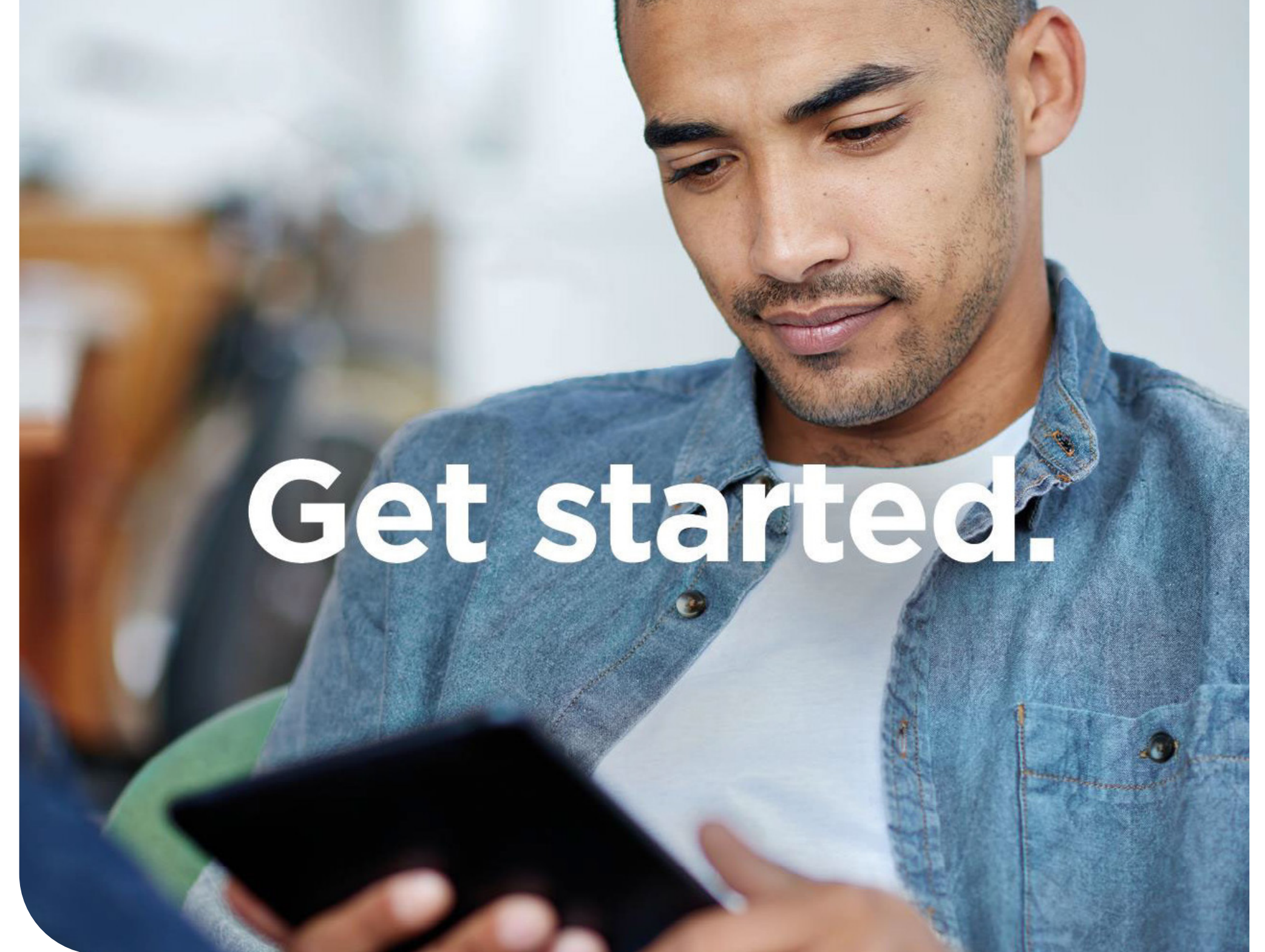
## Medical Insurance

With all life's benefits, the best comes in the form of reassurance. Our medical insurance benefit provides exactly that.

A step up from the health cash plan, private medical insurance offers further cover than the cash plan. What's more, this plan doesn't require you to pay for treatment upfront and go through the extra effort of claiming it back. Instead, Bupa will pay it for you directly. Hey presto, that's one less job to do.

### The cover includes:

- Digital GP accessed 24/7 from your home
- In patient and out patient treatments
- Healthcare line with qualified nurses
- Mental health and wellbeing
- Consultation appointments
- Cash benefits for NHS treatment



Once enrolled you will receive a pack in the post with all the information needed on how to claim and what is covered. In the meantime, if you need to speak to someone with a healthcare issue please call **0345 751 5515**.

### Eligibility

To be eligible you must:

- Be on a **permanent contract**
- **Work 22.5 or more hours per week**
- Have at least **36 months service**

### How to apply

You don't need to apply. **You will be automatically enrolled** in the quarter after becoming eligible. All the information will be sent to you by post from Bupa.

### What's the tax impact?

The BUPA Health Care schemes are a benefit in kind which means you have to pay a small amount of tax for the privilege.

The amount paid depends on your salary level and the benefit in kind that you receive. The chart below gives you an idea of the likely costs:

Salary: £12,500 - £50,000			
Benefit in Kind	Cost Paid by Airband pa	Annual Tax Payable	Monthly Tax Payable
Private Medical Insurance	Average £305 - Max £600*	£61.00	£5.01
Cash Plan	£52.00	£10.44	£0.87
Dental Care	£58.44	£11.69	£0.97

Salary: £50,001 - £150,000			
Benefit in Kind	Cost Paid by Airband pa	Annual Tax Payable	Monthly Tax Payable
Private Medical Insurance	Average £305 - Max £600*	£122.00	£10.16
Cash Plan	£52.00	£20.88	£1.74
Dental Care	£58.44	£23.38	£1.95

Salary: £150,001 +			
Benefit in Kind	Cost Paid by Airband pa	Annual Tax Payable	Monthly Tax Payable
Private Medical Insurance	Average £305 - Max £600*	£137.25	£11.44
Cash Plan	£52.00	£23.40	£1.95
Dental Care	£58.44	£26.30	£2.19

\*This cost varies depending on your age. The exact cost will be shown on your paperwork from BUPA.

Remember you can opt out if you wish – please ensure you email HR with your request before you are enrolled on the scheme.



## Bag Extra Benefits

### Customer referral bonus

Who wouldn't want to earn a nifty £50 for free? It's as simple as referring someone you know to sign up for a brilliant broadband connection with Airband.

Just make sure they quote your name when they sign up over the phone, and you'll **receive £50** in your bank account once their 30-day cooling off period is up. It's a free nifty £50 as a thank you for every person you send our way.

Who said you couldn't get something for nothing? Everybody wins!

### Customer review reward

Great work pays! Have you given exceptional customer service recently? It's not going unnoticed!

If you've gone above and beyond for a customer, so much so they've mentioned you in a TrustPilot or Google review, you'll be able to enjoy a pay perk of £25 for your great work!

The money will be paid directly into your next pay packet, so it won't be long before you'll be able to splash the cash. Don't forget, the more reviews you're mentioned in, the more rewards you'll receive. There's £25 up for grabs for each review you're mentioned!

### Free broadband – Let's make a connection!

Ever checked if you're able to get a brilliant broadband connection with Airband? Looks like it's your lucky day if you can...

If you're in our coverage, you can benefit from free broadband with us! We're all about keeping people connected after all, so now, you can stay connected without the added expense.

That means no monthly fees, no hassle – all you'll have to pay is the installation charge to get you set-up and running and away you go... free streaming for all the family!

Want the small print? You'll need to have passed probation and been with us for at least 6 months before you can benefit, and of course, you'll need to make sure you're in coverage and can get the service first. Please note, if you leave the service will be cancelled, unless you enter into a standard contract.

**To apply please Contact HR**

### Monthly social media competition

Want to grab an extra sweet benefit each month? You've got to be in it to win it!

Every month, you could be in with the chance of winning a £25 Amazon voucher simply for getting social with us on social media. Yep, that's right. All you need to do is like, comment or share as many of Airband's Facebook posts as you can to be entered into the monthly prize draw. The winner will be announced in the newsletter so keep your eyes peeled.

Don't forget to head over to **@UKAirband on Facebook**. Good luck, the voucher could be making its way to you very soon!

### Refer a friend scheme

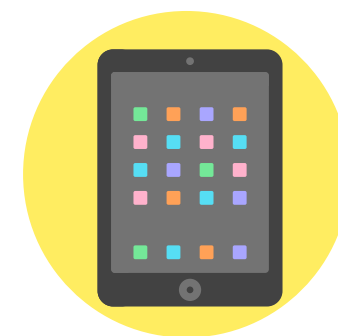
It turns out, having friends really pays off... especially when you refer them to work for Airband. If you know someone who'd be a great fit, be sure to get your people to speak to our people to be in with the **chance of a reward**. Find out more on opposite page.



# Talented, reliable, sassy, smart, hard-working. But enough about you, what about your friends?

Refer a friend to work for Airband and you could reap the rewards.

## Choose between these amazing rewards\*



- Smart watch
- Spa day
- 2 Night UK break for 2
- Airpods Pro or Android alternative
- Driving experience
- Tablet

\*To receive the reward, the recruitment referral must be sent to [recruitment@airband.co.uk](mailto:recruitment@airband.co.uk) prior to them making an application. The person referred must pass probation and not be undergoing any disciplinary review. You can't be in your notice period when referring or upon successful probation of the referral. You must have started with Airband/Rural Optic on a permanent contract.





## **AirShare**

AirShare is our employee benefits platform offering you some amazing discounts as well as access to your very own wellbeing centre, and information on our employee assistance programme. Also, you can browse all your brilliant employee benefits in one handy spot.

## **Discount Corner**

Here you can save money on almost anything, from everyday groceries to holidays, from the latest technology to days out. There are literally hundreds of retailers to choose from, whether you shop in-store or online. It's easy to save – you can either buy vouchers or reloadable cards, you can even get cashback with certain retailers. And with weekly offers as well, you can save even more!

You can browse all of the offers on [www.airshare.airband.co.uk](http://www.airshare.airband.co.uk) where it also tells you how much you've saved!

## **SmartSpending App**

Download the app from the App Store or Google Play to make it easier to save when you're on the move.

## **Wellbeing Centre**

Here you will find blogs, healthy habits and tools so that you can be the best you can be. It focusses on four key areas:

**Move:** loads of fitness videos including yoga, cardio, strength, HIIT and Barre

**Money:** tips and tools to help you manage your money and plan for your future

**Mind:** mindfulness videos, tools to improve sleep and resources about how to combat anxiety and depression

**Munch:** Over 1500 recipes to help you boost your nutrition and keep your meals exciting



[www.airband.co.uk](http://www.airband.co.uk)

  : UKAirband

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