**CYP Psychological Training: Therapy Trainee – Cognitive Behavioural Therapy (CBT) Supporting Smiles**

Text

Description automatically generated**Who Are Ormiston Families?**

**Therapeutic Practitioner: CYP-PT Trainee** **Cognitive Behavioural Therapist (CBT)**

**Ormiston Families Mental Health Service**

**Norfolk and Waveney**

**Who Are Ormiston Families?**

Ormiston Families is one of the leading charities working with children, young people and families in the East of England. We take early and preventative action to support families to be safe, healthy and resilient. All our services help people to build stronger networks, learn from experience and feel in control of their own wellbeing. We can only achieve this with the people who choose to work for us.

**About Our Supporting Smiles Service**

Supporting Smiles provides professional mental health support to children and young people across Norfolk and Waveney through our therapeutic pathways and Children’s Wellbeing Practitioner teams. Our holistic approach combines the expertise of our therapeutic practitioners, counsellors, and children’s wellbeing practitioners. We aim to deliver accessible, inclusive, and community-driven mental health support to children, young people, and families.

Our service’s name, Supporting Smiles, was co-created with input from the children and families we support. We are part of Norfolk & Waveney’s Children and Young People’s Alliance, an integrated mental health service network guided by the THRIVE principles – ensuring support is needs-led, accessible, outcome-informed, promotes shared decision-making, partnership working, and proactive prevention.

Within this framework, Supporting Smiles primarily delivers care within the Getting Help quadrant of the THRIVE Framework. This means we provide focused, evidence-based interventions for children and young people who need more targeted support with their mental health and emotional wellbeing, but who do not require highly specialist or intensive services.

We also work closely with partners across the other quadrants (Getting Advice, Getting More Help, and Risk Support) to ensure children, young people, and families receive the right level of support at the right time.

(For more information about the THRIVE Framework principles, see: <https://implementingthrive.org/principles-of-the-thrive-framework/>)

**About the role**

This is a full-time CYP-PT (Recruit to Train) CBT trainee position within the NHS England (NHSE) funded Children and Young People’s (CYP) Psychological Training Programme (formerly CYP-IAPT).

CYP-PT is a government-funded initiative designed to grow the child mental health workforce to meet much-needed demand. NHSE covers salary and training costs for a one-year post, allowing services to employ trainees to support specialist pathways and bridge gaps in CYP mental health support.

This role is a unique opportunity to apply your academic learning from weekly teaching directly into practice by delivering clinical interventions with children, young people, and carers, making a direct impact on their lives.

**About you**

We are seeking highly motivated candidates who are enthusiastic about improving children and young people’s mental health through evidence-based CBT interventions based on NICE guideline–recommended treatments.

Applicants should demonstrate a strong commitment to the CYP Psychological Training Programme’s core principles: accessibility, accountability, participation, awareness, and evidence-based practice, and be dedicated to providing an inclusive, high-quality service with a focus on equity, diversity, and inclusion.

The post-holder will work with people from a range of cultural backgrounds and ages, using interpreters when necessary, and should demonstrate a commitment to equal opportunities.

Candidates should be flexible, committed to personal development, willing to travel, and passionate about improving children and young people’s mental health and wellbeing (CYPMH).

**Training Information**

The training will begin on 19th January 2026 and combines both academic study and practical experience. Around 2.5 days per week will be dedicated to teaching and personal study, while 2.5 days will be spent in the service working on cases linked to training assignments.

Trainees will hold dual status as employees of Supporting Smiles and enrolled students with UCL/Anna Freud, receiving a UCL Postgraduate Diploma upon successful completion. As this is a postgraduate-level programme, applicants must be able to study and write at this level and should expect to complete assignments outside of protected study time, including evenings and weekends.

The post-holder will work under supervision, applying the core principles of CYP-PT practice and delivering evidence-based CBT interventions consistent with the course curriculum.

Please note: successful candidates will be required to travel to Anna Freud, Central London (Rodney Street, N1 9JH) for teaching during the training year.

More information about the course content and the different modalities can be found

on the Anna Freud webpage:

<https://www.annafreud.org/ucl-postgraduate-study/ucl-postgraduate-programmes/child-and-young-person-iapt-therapy-pg-dip/>

There is also a useful training FAQ section for prospective candidates:

Prospective Trainees\_ CYP IAPT Therapy Programme FAQ's.docx - Google Docs

**Application Process**

This is a dual application process. In addition to applying for this position with Supporting Smiles/Ormiston Families, you must also complete a UCL application for the Course Team to review. The Course Team will liaise with us to ensure you meet the academic requirements for the programme. You will only be offered a UCL training place if you are successful in securing this post and meet the university training requirements.

Please refer to the document ‘UCL CYP PT Therapy – Application Guidance for Candidates August 2025’ for further details and the university application link.

**Direct UCL application link:**

[**https://evision.ucl.ac.uk/urd/sits.urd/run/siw\_ipp\_lgn.login\_enc?0qhYzuG1h9udTFM8i9sPhtGiUgIR6D6iP0QBDHq24aUE7Anl4FtDGBDmc3LlBtzaVi6cWmaNYWo=**](https://evision.ucl.ac.uk/urd/sits.urd/run/siw_ipp_lgn.login_enc?0qhYzuG1h9udTFM8i9sPhtGiUgIR6D6iP0QBDHq24aUE7Anl4FtDGBDmc3LlBtzaVi6cWmaNYWo=)

**Application guidance document:**

[**https://drive.google.com/drive/folders/17bbinRzAlIfH8SKe3t18I2m14L7sli5e?usp=drive\_link**](https://drive.google.com/drive/folders/17bbinRzAlIfH8SKe3t18I2m14L7sli5e?usp=drive_link)**Safer Recruitment**

**Application Process / Post Requirement**

You must demonstrate that you meet the competencies; experience, knowledge, skills, and qualifications, that are required for this role (see Job Description below).

You must complete and submit an online application form (via the ‘Work with Us’ section of our website) detailing in the personal statement section, how you meet the criteria.

**Rights to Work in the UK** (RTW) (in person or remote)

The Recruiting Manager will need to see the original documents providing proof of your right to work in the UK.

* UK Passport / Full UK Birth Certificate / Drivers Licence / Utilities Bill   
  (proof of address)
* EUSS Permanent Status or Pre-Status Share Code
* Current EU/EAA/Swiss Citizen Passport
* EU/EAA/Swiss Citizen Visa
* Home Office Certificate
* If the interview is held in person, we will verify hard copy documents which you will need to bring with you to the interview.
* If the interview is held remotely, you will need to email copies of your RTW documents to the Recruiting Manager before the interview. At the remote interview [Teams, Skype, zoom] you will need to have the original hard copy documents available so the relevant checks can be undertaken.

**Safeguarding and DBS Requirements for Your Role**

Ormiston Families is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff and volunteers to share this commitment. DBS checks or police vetting will be required for relevant posts.

**Disclosure and Barring Service (DBS) Checks:**

As this position meets the definition of regulated activity under the Protection of Freedom Act 2012, appointments to this post will be subject to an enhanced DBS check with barred list check.

* Employment can commence once the check has been satisfactorily completed.
* If you have a conviction on your DBS check, an assessment of the relevance and impact of the conviction in relation to the post will be done to determine if the job offer can be confirmed.
* It is a serious criminal offence to knowingly apply for posts when you have been barred from working with children/young people and/or vulnerable adults.
* Additional questions for roles working with children, young people, or vulnerable adults to be explored at interview.
* As this post involves working either with children and young people or vulnerable adults Warner or Safer Care motivational type questions may be asked during the interview process.
* These questions are asked to establish your suitability to work with vulnerable groups by understanding your attitude, behaviour, and responses to situations.
* The questions will relate to your inspiration for working with vulnerable groups, your ability to build relationships and your resilience when working with such groups and may also explore your attitude to the use of authority.
* If you feel you would find these questions about yourself difficult to respond to then you may wish to reflect upon your suitability for the post.

**Disclosure**

* Ormiston Families encourages all candidates called for interview to provide details of their criminal record at an early stage in the application process.
  + This information can be sent under separate, confidential cover to the Human Resources Team [**hr@ormistonfamilies.org.uk**](mailto:hr@ormistonfamilies.org.uk)
  + Ormiston Families guarantees that this information will only be seen by those who need to see it as part of the recruitment process.
* Unless the nature of the position allows Ormiston Families to ask questions about your entire criminal record only questions about "unspent" convictions as defined in the Rehabilitation of Offenders Act 1974 will be asked.
* Ormiston Families will ensure that every subject of a DBS Disclosure is aware of the existence of the DBS Code of Practice and make a copy available on request.
* Ormiston Families undertakes to discuss any matter revealed in a Disclosure with the person seeking the position before withdrawing a conditional offer of employment.
* Having a criminal record will not necessarily bar you from working with Ormiston Families. This will depend on the nature of the position and the circumstances and background of the offences.

**Qualification**

* The Recruiting Manager will need to see the original copies of your qualification either in person or via video conference.
* If the interview is held in person, we will verify hard copy documents which you will need to bring with you to the interview.
* If the interview is held via video conference, you will need to email copies of your qualification to the Recruiting Manager before the interview. At the interview, you will need to have the original hard copy documents available so the relevant checks can be undertaken.
* If short-listed and you are required to hold a particular qualification for a post it is your responsibility to provide the relevant certification, to prove you are suitably qualified.
* Failure to produce documentary evidence of qualifications or undertake required courses/training may result in the termination of your employment.
* If a post requires you to take training or additional qualifications then, by accepting this post, you are agreeing to do the training or take the qualifications.

**References**

* If appointed, we will ask you for referee details which cover your past 3 years of employment, one of which must be your current/most recent employer.

**Health Check**

* If appointed and to ensure the post does not have a detrimental effect on your health or your health on your work, you will have to complete a health enquiry form and may be required to have a medical via Occupational Health.
* This is to confirm that you are able to satisfactorily carry out the post without any impact on your health (taking account of any reasonable adjustments required).
* It will be separated from your application form and will not be seen by anyone involved in recruitment to this job.

**GDPR / Data Protection:**

* Ormiston Families is required by law to comply with the UK GDPR / Data Protection Act 2018.
* Employees have an important role to play in ensuring that personal information is processed lawfully and fairly.
* Personal information is information relating to a living individual who can be identified.
* It is each individual employee’s responsibility to handle all personal information properly no matter how it is collected, recorded and used, whether on paper, in a computer, or on other material.
* Personal information must not be disclosed to others unless authorised to do so.
* All personal /sensitive information will be sent to you via Egress encryption service or password protected.

**Equal Opportunities:**

* Ormiston Families is an equal opportunities employer.
* We value diversity and welcome applications from all sections of the community.
* We ask you to complete a monitoring form to help us monitor the diversity of applicants. It will be separated from your application form and will not be seen by anyone involved in recruitment to this job.
* The gender identity, disability, marital status, ethnic origin, age, pregnancy status, religion or belief, or sexual orientation of an applicant or employee does not affect the employment opportunities made available, except as permitted by legislation.
* In addition, applicants declaring a disability who meet the minimum (essential) criteria for a vacancy will be invited for interview.
* Ormiston Families seeks to ensure that all employees are selected, trained, and promoted on the basis of ability, the requirements of the post and other similar and objective criteria.

**Any queries, please email:** [brittanie.collins@ormistonfamilies.org.uk](mailto:brittanie.collins@ormistonfamilies.org.uk)

**Ormiston Families reserves the right to close the vacancy early if we have received sufficient applications ahead of the closing date.**

**Closing date 26th September 2025**

**Information about working   
for Ormiston Families**

**Job Title:**

Therapeutic Practitioner: CYP-PT Cognitive Behavioural Therapist (CBT)

**Duration:**

The post advertised is a one-year full-time training position.

**Hours of Work and Working Arrangements**:

The normal working week is 37.5 hours, Monday to Friday, covering 52 weeks per year.

You will be required to work flexibly to meet the needs of the service, which may include evenings and weekends.

**Location:**

Your base will be Norwich Hub, with a blend of remote working and working out in the community across Norfolk & Waveney.

Please note: the position will be based at Supporting Smiles, The Norwich Hub, but successful candidates will be expected to travel to Anna Freud in North London (Rodney St, N1 9JH) for teaching during the training year.

**Salary:**

The salary for this post is £34,467.72 per annum.

Salary is paid in 12 equal instalments on the 25th of each month directly into your bank account and covers work carried out in the calendar month.

**Probationary Period:**

The post is subject to a probationary period of 6 months during which your progress will be monitored in accordance with agreed objectives.

If you fail to successfully complete your probationary period, employment cannot be guaranteed.

**Travelling Requirements for Your Role**

* Ormiston Families positively encourages the use of technology to communicate and engage but in this role, you will need to travel.
* You will be required to travel to London for training. Reasonable expenses will be reimbursed by prior agreement with your line manager in line with the Ormiston Families expense policy.
* You must either hold a full and current driving licence and have access to personal transport or meet the mobility requirements of the role through other reasonable and suitable means.
* Any mileage undertaken on behalf of Ormiston Families will be paid in accordance with our Expenses Policy and within HM’s Revenue and Customs guidelines.
* If you require a reasonable adjustment due to a disability to meet the travel requirements of this role, please speak with the contact detailed below.
* If you use your own vehicle for the purposes of work, you must ensure that your insurance policy covers you for this purpose.



**Guidance on application**

This is a training role within the Children and Young People’ Improving Access to Psychological Therapies programme (CYP IAPT) through University College London. The post-holder will work within a CYP mental health service delivering, under supervision, high-quality; brief outcome focused evidence-based interventions.

It is very important to mention which modality/modalities you are applying for and why you are qualified & interested in them in your personal statement as this will be assessed by the course team to determine course/modality suitability.

As this is a training position, please be aware that this is a dual application process where you must be employed in a CYP PT job to also receive a place on the course, and vice-versa. If you are ineligible for the University Course, you will be unable to be offered the role. If you withdraw from an employment offer but you have accepted a university offer, you will be unable to join the course.

**You must apply to the course at the same time as this job**

Please be aware the information on your application form (name and contact details, qualifications and prior relevant experience) will be shared with the Anna Freud staff team as part of the recruitment process. By submitting your application to this role, you are agreeing to your details being shared with Anna Freud

The training and service experience will equip the post holder with the necessary knowledge, attitude, and capabilities to operate effectively in an inclusive, value driven service.

**Direct UCL application link:**

[**https://evision.ucl.ac.uk/urd/sits.urd/run/siw\_ipp\_lgn.login\_enc?0qhYzuG1h9udTFM8i9sPhtGiUgIR6D6iP0QBDHq24aUE7Anl4FtDGBDmc3LlBtzaVi6cWmaNYWo=**](https://evision.ucl.ac.uk/urd/sits.urd/run/siw_ipp_lgn.login_enc?0qhYzuG1h9udTFM8i9sPhtGiUgIR6D6iP0QBDHq24aUE7Anl4FtDGBDmc3LlBtzaVi6cWmaNYWo=)

**Application guidance document:**

[**https://drive.google.com/drive/folders/17bbinRzAlIfH8SKe3t18I2m14L7sli5e?usp=drive\_link**](https://drive.google.com/drive/folders/17bbinRzAlIfH8SKe3t18I2m14L7sli5e?usp=drive_link)

**Job Description**

**Job Title: Therapeutic Practitioner CYP-PT – Cognitive Behavioural Therapy (CBT) Pathway**

**Service: Supporting Smiles - Ormiston Families Children’s and Young People’s Mental Health Service**

**Location: Office base at Norwich Hub with a blend of remote working and community-based work across Norfolk & Waveney**

**Job Purpose**

This is an NHSE-funded training post as part of the Children and Young People’s (CYP) Psychological Trainings (formerly CYP-IAPT). The role involves part-time work as a Practitioner in Supporting Smiles and part-time study with UCL/Anna Freud, undertaking a structured programme of training in CBT.

This intensive training post will equip the post-holder to provide interventions for children, young people, or families using the core principles of the CYP Psychological Training Programme and evidence-based approaches consistent with CBT. The post-holder will work within Supporting Smiles for at least 2.5 days per week, applying newly developed skills, while attending the training programme or undertaking self-study on the remaining days as required by the education provider. They will hold an appropriate training caseload and complete the necessary assignments to meet course requirements.

**Main Duties and Responsibilities**

**Clinical**

1. Accept referrals via agreed service protocols.
2. Assess clients for suitability for the treatment provided by the training programme.
3. Make decisions on referral suitability, adhering to service protocols.
4. Formulate, implement, and evaluate therapy programmes for clients.
5. Involve family members and others in treatment, conveying therapy formulations clearly and sensitively.
6. Utilise routine outcome/feedback measures to inform treatment and demonstrate impact.
7. Adhere to activity contracts regarding client contacts and clinical sessions to minimise waiting times.
8. Attend multi-disciplinary meetings relating to referrals or clients in treatment.
9. Complete all requirements relating to data collection within the service.
10. Keep coherent records of all clinical activity in line with service protocols.
11. Work closely with team members to ensure step-up/step-down arrangements maintain a stepped-care approach.
12. Assess and integrate issues surrounding work and employment into therapy processes.

**Training and Supervision**

1. Attend and fulfil all requirements of the training programme.
2. Apply learning from the training programme in clinical practice.
3. Prepare and present clinical information for all patients on the caseload to clinical supervisors on a scheduled basis.
4. Receive supervision from educational providers in relation to coursework to meet required standards.

**Professional**

1. Maintain standards of practice according to the employer and relevant professional/accrediting bodies (e.g., BPS, UKCP, BABCP).
2. Ensure client confidentiality at all times.
3. Keep up-to-date with advances in CBT and relevant practice guidance.
4. Set, discuss, and review professional objectives with senior therapists regularly.
5. Attend clinical/managerial supervision in line with course requirements.
6. Participate in individual performance review and respond to agreed objectives.
7. Maintain accurate records for Continuous Professional Development.
8. Attend relevant conferences/workshops aligned with professional objectives.

**General**

1. Contribute to the development of best practice within the service.
2. Maintain up-to-date knowledge of legislation, national/local policies related to children’s mental health and social care.
3. Ensure health and safety for self, colleagues, patients, and the public.
4. Protect patient and staff information in line with the Data Protection Act (1998) and confidentiality policies.
5. Avoid abusing official position for personal gain or private business.

**Generic Responsibilities**

* Undertake other reasonable duties appropriate to the grade as requested by senior staff.
* Comply with all Ormiston Families policies, procedures, protocols, and guidelines.
* Demonstrate understanding and commitment to the charity’s values.
* Undertake other tasks based on business needs.

**Person Specification**

| Category | Essential | Desirable |
| --- | --- | --- |
| Qualifications | Qualifications that demonstrate a capacity to complete academic work at postgraduate diploma level. Minimum second-class Bachelor’s Degree from a UK University or an overseas qualification of an equivalent standard in a relevant subject (e.g., psychology, social work etc). OR Applicants who do not fulfil the academic criteria but with relevant professional experience are encouraged to apply and will be considered on a case-by-case basis. | A training in a mental-health related profession (e.g., psychology, nursing, health visiting; social work, occupational therapy, speech and language therapy, special needs teaching, psychiatry, other psychotherapy, counselling). Proven record of previous academic attainment. |
| Experience | Ideally at least two years’ experience of working with children / young people in a mental health setting. Experience of multi-agency working and liaising across internal & external agencies. Experience of working with safeguarding issues. | Previous experience of delivering psychologically informed interventions. Previous experience of working within a CBT framework and/or using CBT-informed interventions (e.g., PWP, CWP, EMHP, Parent Trainer). A year or more experience within a CBT framework. Experience of assessing and managing risk and safeguarding issues. |
| Skills / Competencies | Ability to communicate effectively and sensitively with children, young people, and their families. Ability to maintain a reflective stance in emotive/challenging interactions with children and their families. Ability to work in a collaborative and respectful manner with children, young people, and their families. Ability to personally manage sensitive and potentially emotionally distressing caseload material. Ability to reflect on own practice (in clinical supervision and practice tutor groups with course peers). Ability to follow policy and clinical governance procedures and make proposals for change. Ability to maintain accurate records. Ability to complete academic work across different learning environments at postgraduate level and balance academic demands with clinical placement demands. Demonstrates adaptability and ability to work with diverse communities. Good time management and organisational abilities. Effective oral and written communication skills. IT/computer literate. Able to accommodate travel demands associated with the role. Capability to complete academic work at postgraduate diploma level, including IELTS or equivalent for students with English as a foreign language (BAND D) [KCL Entry Requirements](https://www.kcl.ac.uk/study/postgraduate/apply/entry-requirements/english-language.aspx?utm_source=chatgpt.com). | Understanding of evidence-based practice and the ability to demonstrate how this influences clinical practice. Knowledge and understanding of CBT theory and its application. Ability to adopt multi-agency working, especially in relation to complex cases with multiple needs. Ability to advocate for the needs of children and young people. Ability to maintain an observational stance, particularly for clients who do not express themselves verbally. |
| Knowledge | Knowledge and understanding of issues relating to safeguarding children and young people. | Knowledge and understanding of CBT theory and its application. Knowledge of the MDT approach and collaborative working with other agencies to ensure the needs of children and young people are understood and effectively met (e.g., education and social care agencies). |
| Personal Qualities | Motivated to learn and be challenged. Capacity to work well in teams. |  |

**Professional and Personal Development**

* All staff must ensure that they are aware of their responsibilities by attending mandatory training and our induction programme.
* All staff will have a formal appraisal with their manager at least every 12 months. Once performance/training objectives have been set, the staff member’s progress will be reviewed on a regular basis so that new objectives can be agreed and set, in order to maintain progress in the service delivery.
* All staff will be expected to take responsibility for their own professional development and will be supported to achieve development opportunities as appropriate.

**Health and Safety**

* All staff have a responsibility to maintain the health and safety of self and others within the performance of duties in accordance with health and safety policies, and to undertake specific health and safety responsibilities as directed. All staff have a responsibility to adhere to the risk management policies & procedures.
* All staff are required to contribute to the control of risk, and must report immediately any incident, accident or near miss involving service users, carers, staff, contractors or members of the public.

**Confidentiality and Information Governance**

* All staff may gain or have access to confidential information about the assessment and/or treatment of service users, information affecting the public, private or work-related staff information, or charity matters. A breach of confidentiality will have occurred where any such information has been divulged, passed (deliberately or accidentally) or overheard by any unauthorised person or person(s). Breaches of confidentiality can result in disciplinary action, which may involve dismissal.
* All staff must maintain a high standard of quality in corporate and clinical record keeping, ensuring information is always recorded accurately, appropriately and kept up to date. Staff must only access information, whether paper, electronic or in other media which is authorised to them as part of their duties.
* All staff must ensure compliance with the Data Protection Act 2018 and the UK GDPR.

**Safeguarding: Adults and Children** (Section 11 of the Children Act 2004)

* Every member of staff has a responsibility to be aware of and follow at all times, the relevant national and local policy in relation to safeguarding children and safeguarding adults.
* Safeguarding and DBS requirements for your role:
* Ormiston Families is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff and volunteers to share this commitment. DBS checks or police vetting will be required for relevant posts.

**Senior Managers**

* Under Section 11 of the Children Act senior managers have responsibility for ensuring that service developments take into account the promotion of welfare and is informed by the views of children and families; providing training on safeguarding for all staff; recruiting safely; ensuring there is effective inter-agency working and information sharing.



**Freedom of Information (FOI)**

* All members of staff must be aware of their responsibilities under the Freedom of Information (FOI) Act 2000. The Act gives individuals or organisations the right to request information held by the charity. Staff must manage information they hold in such a way that meets the requirements of the Act. All requests for disclosures under the Act must be passed to the Privacy Officer.

**Data Quality**

* The Charity recognises the role of reliable information in the delivery & development of its services and in assuring robust clinical and corporate governance. Data quality is central to this, and the availability of complete, comprehensive, accurate and timely data is an essential component in the provision of high-quality mental health services. It is therefore the responsibility of all staff to ensure that where appropriate, information is recorded, at all times, in line with the charity’s policy and procedures for data quality.
* This job description seeks to provide an outline of the duties and responsibilities of the post. It is not a definitive document and does not form part of the main statement of terms and conditions. The job description will be reviewed as part of the annual appraisal process and will be used as the basis for setting objectives.

**Benefits & Recognition**

**All benefits are discretionary, and Ormiston Families reserves the right to change or amend benefits at any given time.**

**Cycle to Work**

* Cycle to Work allows you to order a new bike, equipment or both up to the value of £1,000 which you can pay back through your salary to make tax savings.

**Annual Leave Entitlement:**

* The basic annual leave entitlement is 27 days plus additional leave for employees who have completed 1 years’ service up to a maximum of 30 days
* Part-time employees receive a pro-rata allowance according to the number of hours they work per week.
* Ability to buy and sell up to 5 days’ annual leave within any leave year. (All leave must be taken within the year it is purchased including any agreed leave brought forward from the previous year.)

**Group Life Assurance:**

* Ormiston Families provides a death in service benefit to all permanent employees.

**Occupational Sick Pay Scheme:**

* Ormiston Families operates an occupational sick pay scheme in addition to statutory sick pay.

**Pension:**

* Ormiston Families provides a Group Personal Pension Scheme with up to 9% of gross salary employer contribution for any employee where they match the level of contribution.

**Sponsorship:**

* Ormiston Families provides the opportunity to apply for sponsorship to employees who have completed their probationary period and been in post for at least 12 months to undertake nationally accredited or chartered certification awarded by professional associations.

**Employee Assistance Programme:**

* Ormiston Families provides a comprehensive employee assistance programme which offers free and confidential access to telephone and face to face counselling (up to 6 sessions), financial and legal advice and assistance in finding information about a wide range of subjects from childcare to moving to a new house.

**Employee Discount Scheme:**

* The Hive is a savings platform which can be accessed by employees to make everyday purchases at reduced costs. Employees can save money by purchasing reloadable cards, obtain cashback through online purchases, and make savings in many stores.

**Your Wellbeing:**

* We have trained Mental Health First Aiders who form our Wellbeing Team, promoting mental and physical health. Ormiston Families has also signed the pledge to support our employees going through the menopause in the workplace.

**The Wellbeing Centre:**

* Accessed via The Hive, the Wellbeing Centre provides education, support and tools to help you live a healthier and happier life.

**Pets in the Workplace:**

* We are a dog-friendly employer, which means that from time to time we allow colleagues to bring their pets into our workplaces. If you would like a copy of our Pets in the Workplace policy or would like to discuss this in more detail, please contact our HR team.

**A group of people shaking hands

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**We build supportive partnerships, communities and networks**