



Recruitment - Golden Hello protocols.

With the shortage of staff nationally in certain areas (i.e. English and Maths), the recruitment of suitably skilled and experienced staff continues to be a challenge in some areas. As a result the College has introduced a 'Golden Hello' scheme.

A 'Golden Hello' is a popular term for a lump sum payment received on the taking up of employment with a new employer, it is usually a financial payment designed to entice an employee to leave another organisation. Payments are normally made in the form of a cash payment and are subject to Tax and NI deductions in the usual way.

Where applicable, half of the 'Golden Hello' payment will be made to the new entrant upon commencement of the role at the College, with the remaining amount payable upon successful completion of their nine month probation.

To balance our legal obligations on equal pay with our business needs, a one-off recruitment payment is only to be paid in exceptional cases where there is a real, evidenced business need to do so, and such a payment is a proportionate, appropriate and necessary means of meeting the need.

The amount payable may vary dependent upon the level of the role. The payment level will be agreed in advance by the Executive Team and the Director of Human Resources – and within the following parameters: Executive Team - up to £5,000; SMT – up to £3,000; all other roles up to £2,500.

The 'Golden Hello' payment is not eligible for existing staff or workers who undertake agency or consultancy work at the College nor to any individual who has been employed at the College within the previous 12 months of a potential new start date.

Return of Payment

Where within 2 years a member of staff is in receipt of the 'Golden Hello' payment voluntarily leaves, they will be required to return all of the payment received; this will normally be deducted from the salary payments leading up to their leaving date. The employee may repay the amount via other means if agreed in advance with the Finance Director and Director of Human Resources.