

## Key Information Document – PAYE

This document sets out key information about your relationship as a work-seeker with us, as an employment business, including details about pay, holiday entitlement and other benefits.

The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 7215 5000 or through the ACAS helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

### General Information

<b>Name of employment business:</b>	Just Teachers Limited
<b>Type of contract you will be engaged under:</b>	Contract for Services
<b>Who will be responsible for paying you (if different from your employer):</b>	Just Teachers Limited
<b>How often you will be paid:</b>	Weekly
<b>Expected or minimum rate of pay:</b>	No less than National Minimum Wage
<b>Deductions from your pay required by law:</b>	PAYE tax, employee NI contributions, employee pension contributions, and student loan repayments (if applicable).
<b>Any other deductions or costs from your pay (to include amounts or how they are calculated):</b>	None
<b>Any fees for goods or services:</b>	DBS check fees £43 (one off payment, required upfront and not deducted from earnings)
<b>Holiday entitlement and pay:</b>	28 days per annum (paid together with gross daily rate)
<b>Additional benefits:</b>	None

## Representative example of your pay

<b>Example rate pay:</b>	£320.00 gross weekly (30 hours @ £10.67)
<b>Deductions from your wage required by law:</b>	£15.60 income tax £10.34 NICs £8.00 pension contributions
<b>Any other deductions or costs from your wage:</b>	None known
<b>Any fees for goods or services:</b>	None
<b>Example net take home pay:</b>	£286.06