Recruitment incentive payment
Information Sheet
Teaching Staff, The Oxford Academy

A recruitment incentive (R&R) payment for successful candidates applying directly to RLT for this role, is payable after a qualifying period of two full terms in this role. This includes a 3-year retention period. The recruitment incentive offered for this role is £9,000 in total

In order to qualify for this payment, you will need to apply directly to RLT (not via any agency). If you're offered the role as part of your recruitment checks we will ask you to sign the recruitment incentive payment acceptance letter. The first instalment of the payment will then be made to you 2 full-terms after you started in the role. Below is the planned schedule for payment:

Payment	Timing	Amount
Payment 1	2 full terms after starting (so if start date was 01 Sept, this would be payable at Easter)	£3000
Payment 2	1 calendar year after first payment	£3000
Payment 3	1 calendar year after second payment	£3000

If you already work for us in another RLT school this will be 2-full terms after your start date at The Oxford Academy. If you already work for us in The Oxford Academy, your application for the role must be a promotion and the payment will therefore be payable 2-full terms after your start date in the new role.

If you leave the role before the end of the 2 full-terms you will not receive the payment or any part of it, payments will also not be paid to individuals working notice periods.

The payment is subject to a 3 year retention period, therefore any candidate receiving the payment who leaves within a 3-year period from their start date of employment will be required to pay back any of the incentive payment that they have received. There will be a reduction in 50% of claw back after 2 full year length of service.

Amounts are fixed irrespective of FTE and are therefore not pro rata for part time roles.

All payments are subject to tax and NI and are processed through the payroll and the payment will be considered pensionable pay.