

Key Information Document

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

Further information

Further information can be found at www.brightwell-staffing.example/workers. The Fair Work Agency is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 0345 161 6000 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

GENERAL INFORMATION

Your name:	Aisha Kamara
Name of employment business:	Brightwell Staffing Ltd
Your employer (if different from the employment business):	Not applicable
Type of contract you will be engaged under:	PAYE
Who will be responsible for paying you (if different from your employer):	Not applicable
How often you will be paid:	Weekly
Expected or minimum rate of pay:	£13.10 per hour, rising to £19.65 per hour (time and a half) for any overtime over 40 hours in a week
Deductions from your pay required by law:	Income Tax and employee National Insurance contributions; from the fourth month, pension contributions under auto-enrolment
Any other deductions or costs from your pay (to include amounts or how they are calculated):	None
Any fees for goods or services:	No fees charged for services
Holiday entitlement and pay:	5.6 weeks' paid holiday a year (28 days for someone working five days a week), which accrues at 12.07% of hours worked.
Additional benefits:	Free on-site parking, access to the Brightwell employee assistance programme, a £50 refer-a-friend bonus, and safety boots and hi-vis provided free by the client

EXAMPLE PAY

Example rate of pay:	£491.25
Deductions from your wage required by law:	£69.51
Any other deductions or costs from your wage:	£0
Any fees for goods or services:	£0

Example net take home pay:	£421.74
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