



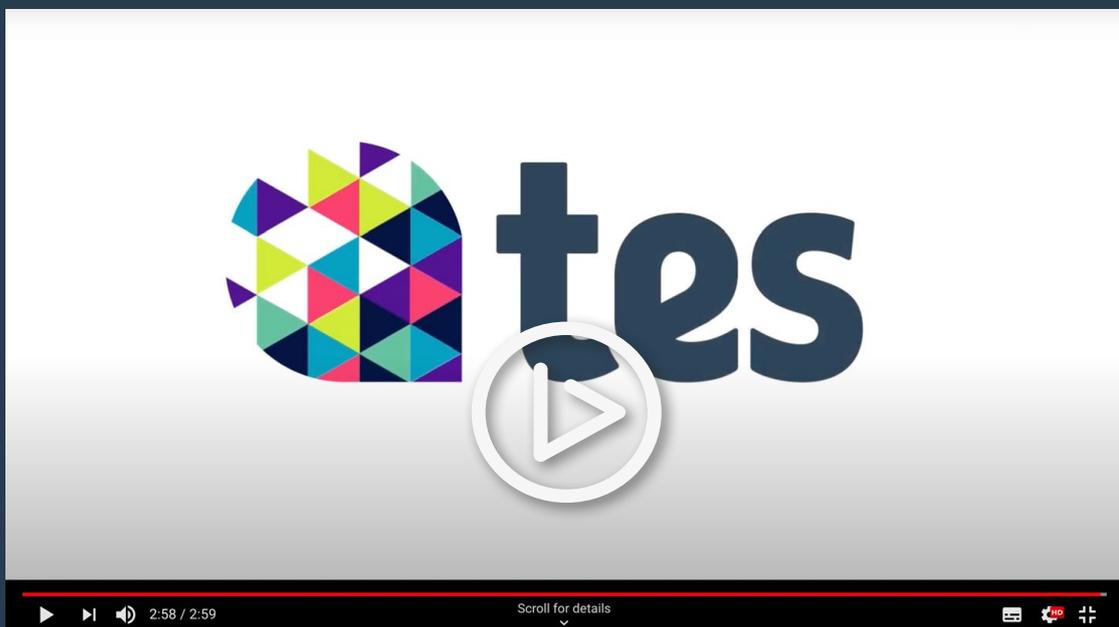
Welcome to Tes

Tes Global is an international provider of innovative digital tools, software and services for schools and teachers. Our vision is what gets us out of bed in the morning; We power schools and enable great teaching worldwide, by creating intelligent online products and services to make the greatest difference in education.

We achieve our vision by attracting, developing and retaining, high performing, diverse and talented people, and providing a first-class working environment, where open communication is embraced by our senior management team. Staff provide feedback through our bi-weekly employee survey, and we act to constantly drive positive change, to give you – the employee – the best possible experience at work.

We're proud to promote a learning and high-performance culture, and we'll support your growth through a broad range of personal and professional development programmes. Our people are accountable in everything they do, and you'll always be learning in our challenging and transforming environment.

We look forward to welcoming you to Tes.



You can also view the video online at youtu.be/QSUyvIL-99M

If you would like a version with subtitles, just ask us.

Hearts and minds...

The One Tes WoW (Way of Working) aspires to make workplace flexibility a reality for all...

and we're good at this. Employees tell us that this is a really important part of what attracts them to work for us. We're determined to be at the forefront of flexible working practices. Our culture is positive, supportive and collaborative and we continue to shape a working environment that fits around employees' needs and preferences.

The offices we work in are...

modern, vibrant, creative spaces where teams can choose their environment based on what they need to achieve – whether it's quiet booths for one-to-one meetings or a more open-plan setting. We offer cutting-edge education products and resources to schools and teachers, and we're proud of our heritage and identity as a trusted advisor. This all contributes to delivering great products and services to our customers.

We also like to celebrate our success...

whether that be through our summer and Christmas parties, Tes monthly employee awards, or just acknowledging when people deliver great outcomes with a heart-felt thank you.

We like to grow and develop people

We advertise all of our roles internally, allowing our employees to grow and develop within Tes. We have regular check-ins between staff and managers and encourage on-the-spot feedback and coaching. Once a year there's an annual review which focusses on employees and their development aspirations. We also support and challenge our talented employees through a range of learning and development initiatives – from our internal lunch-and-learns or our Women in Tes group, to external programmes run in partnership with Tes.

We like to communicate

Our intranet is where everyone can find out what's happening within the business. For our new employees we hold a full induction event, to meet other new people and the executive team and hear about how the company works together.

We also have regular broadcasts from the CEO and guests for our office and remote-based employees. Once a year, we hold an event where we share exciting updates from across the divisions and much, much more.

Wellbeing means well-beings

We take the wellbeing of our staff seriously and are always looking for ways to do more. We have breakfast, tea, coffee, soft drinks and fruit provided on a regular basis. We have an Employee Assistance helpline where people can seek professional advice on personal issues from financial advice to counselling. We also have a regular pulse survey which goes out to all employees called Wavelength.

A working group in London and Sheffield review the feedback and work on actions needed, such as improving mental health awareness, suggesting resilience workshops and looking at how we can continue to make Tes a great place to work. Of course, we also have the latest advanced communication technology that lets staff connect daily wherever they may be across the globe!



Nuts and bolts

Your holiday

We offer a minimum of 25 days holiday per calendar year, plus bank holidays. This increases to 27 days after you've been employed for two years, and then increases by another day per year up to a maximum of 30 days (see your contract for more details). You can also buy an additional five days of holiday through our holiday purchase programme.

Your family

After you've been employed for 12 months, you'll be eligible for our enhanced family leave with full pay.

Your pension

You'll be auto enrolled into our company pension scheme (see your contract for your contributions and those of Tes). You can transfer previous pensions into the scheme, increase your contributions and change the investment funds your pension is invested in.



Your health

- Group life assurance: you're eligible for a death in service benefit, paid to your nominated beneficiary or beneficiaries.
- Employee assistance programme: if you or your family are going through a difficult or challenging time our EAP scheme offers support and counselling.
- Eye care plan: following a workstation assessment, you'll be eligible for a free eye test and glasses allowance.
- Health insurance: each year you can choose to opt in to private medical cover for you and your family.
- Dental insurance: Denplan can cover you and your family for a wide range of common dental treatments.
- Cancer screening: employees over 40 and their partners can choose screening for a range of cancers.
- Massage: on the first Friday and third Thursday of every month massages are available for a small cost in the London and Sheffield offices.

Fab food

Discounts on dining out: with a Gourmet Society pass you can enjoy 25% off your total bill and 50% off food in 6,000+ restaurants nationwide.

Discounts on food subscriptions: get 35% off your first four boxes with Hello Fresh, who deliver fresh quality pre-portioned ingredients and step by step recipes direct to your door ready for you to cook.

My Benefits World

Get a wide range of money off deals including:

- Broadband and discounted technology purchases, get the latest mobile phone and pay for it through your salary.
- Exclusive pricing on over 850 different home appliances from Whirlpool, Hotpoint and Indesit.
- Comparison help on savings off your energy bills.
- Entertainment tickets including concerts, musicals, dance and opera.
- Kids pass: receive discounts at 4,500+ family locations.
- Save up to 40% off cinema tickets.
- Get discounts at leading hairdressers, barbers, beauty salons and nail bars.
- Save 20% off pet insurance.
- Save up to 25% on gym memberships and get discounts on activity trackers, days out, sporting holidays and fitness events.

Season ticket loan

Once you've passed your probation, you'll be eligible for a loan to buy an annual season ticket for travel to and from your normal place of residence and your workplace.

Bike to work scheme

Once you've passed your probation period, you'll be eligible to join our bike to work scheme which enables you to purchase a bicycle and/or safety equipment up to the value of £1,500 and pay for it through your salary via Salary Sacrifice, before you pay tax and national insurance, over a 12-month period.

Referral scheme

If you refer someone for a role at Tes, they're hired on a permanent basis and pass their probation period, you'll receive up to £1,000.

We like to socialise with each other

We know that Tes employees work incredibly hard, so it's important that we have some down time to relax and have fun. We run a variety of events throughout the year including drinks and nibbles at various local venues and afternoon cakes in the office. First Thursday events are held each month and are a great opportunity for employees to socialise and get to know each other in an informal and relaxed setting.

We also hold Christmas parties each year and in 2019 introduced the Tes Summer Fest – a two-day offsite event for staff to share learning and celebrate.

We like to demonstrate our Tes Vision actively



Camfed Zambia and Tes: enhancing teachers skills internationally

Camfed is an international not-for-profit organisation, tackling poverty and inequality by supporting girls to go to school and succeed, and empowering young women to step up as leaders of change. In 2019 we launched a new programme with Camfed to provide quality teaching and learning resources for teachers to use in remote under-resourced schools in Zambia. By using a 'train the trainer' model, this programme will also empower a network of teachers to take their knowledge and skills back to their schools and districts and train their colleagues.

Tomorrow's Teachers: delivering home-grown talented teachers

This programme aims to improve the teacher recruitment crisis in the UK and worldwide by offering schools a free, flexible course to get students interested in teaching. Schools can deliver this course over the academic year and, with support from Tes, keep students engaged through their studies as part of the 'Tomorrow's Teachers Alumni' via work placements back at their school. The aim is to ignite a passion for teaching and help students choose a teaching career.

tomorrowsteachers.co.uk



Vision Active

To help employees feel connected and engaged with the education world we give every permanent employee four days a year to take part in education-related volunteering opportunities through our Mission Active programme. The activities are designed to be flexible and applicable to our employees' wide-ranging skills. They include things like: helping children to read, delivering a coding club, coaching a local sports team, taking part in career days or becoming a local school governor. All activities are organised and supported through our internal communications team.



Our values

We work together

We share a common goal to deliver our Tes Vision, working together in a transparent and open way, to solve problems rather than to apportion blame.

We include everyone

We believe in the diversity of people, ideas and cultures, providing everyone with the opportunity to contribute and grow, and to make our business better.

We take ownership

We all have a vital role to deliver our vision and a responsibility to make the biggest difference possible to our customers and to Tes.

We never stand still

In everything we do, we work to improve our products and services, and to deliver on both our individual and our common goals.

We do it for them

We're committed to providing schools and teachers with the tools they need to improve children's lives through education.

With more than 13.8m education professionals in our online community using over 900k classroom resources and working relationships with 25,000 schools in over 100 countries, we have the scale to make a difference. Our innovative products and services help schools find the teachers they need, bring new teachers into the profession through initial teacher training, provide teachers with continuous professional development and help educators with safeguarding training and compliance. We provide tools to help teachers succeed in the classroom as well as bring educators together online so they can share expertise, while providing them with vital education news and views.

We're the leader in using digital technology to make life easier for schools and teachers. The services offered through Tes.com play a critical role helping teachers and school leaders deal with the challenge of providing high quality education to millions of children across the globe.

Welcome to Tes.

tes.com/careers/workforus