

# Take a look at what's on offer.

This summary will help you narrow down your choices before you go to **YourReward** and make your selections.

## Need to know more?

Go to [yourrewarduk.atkinsrealis.com](https://yourrewarduk.atkinsrealis.com) for detailed information and to make your benefit choices.





## Getting started

### Step one: Get more detail

- Go to the website **yourrewarduk.atkinsrealis.com** for detail on each benefit, how you can apply for it, links through to provider information and provider contact details.
- Open the menu indicated by the 3 lines at the top right hand corner of the page and follow 'Log In - Go To YourReward' to check your data and make your choices.

### Step two: Check your data

- Click the 'Benefits' tab on the **YourReward** homepage to take a look at what benefits you have currently, including the level of cover.
- Take a look at your dependants details (go to the profile icon in the top right of the screen and choose 'Dependants') and check the details are correct.

### Step three: Make your choices

- On the 'Benefits' page 'Select' or 'Review' each benefit following the steps that appear on the screen.
- Make sure you are happy with the cost of your benefits (each year we review benefits so the prices may have changed compared to last year).
- Select 'Checkout' or use the cart icon in the overhead menu.
- Click 'Confirm Selection' to submit your choices.
- You'll receive an email confirming your selections.

Benefit	What does it offer?	Can I add my family?	Who pays for it?	Taxed?	When can I choose it?		
					On joining	At annual enrolment	Anytime
<b>Employee Referral</b>	Recommend a potential new employee and receive a payment when they pass probation.	✗	The company.	✓	Not applicable.		
<b>Pension</b>	Save for the future and receive a contribution from the company.	✗	You pay and the company contributes as well.	✗	✓		✓
<b>Retirement Gifts</b>	A way for the company to recognise your service when you retire.	✗	The company.	✗	Awarded at retirement		
<b>Season Ticket Loans</b>	Spread the cost of your annual season ticket over 12 months.	✗	You pay.	✓			✓ Once 6 month waiting period is over.
<b>#WOW Long Service Awards</b>	A way for the company to say thank you when you reach certain length of service milestones.	✗	The company.	✗	Awarded at service milestones.		
<b>Will Writing</b>	Use this benefit if you've been meaning to make or update a will but haven't got around to it.	✓	You pay.	✓	✓		✓

# Health & Wellbeing

Benefit	What does it offer?	Can I add my family?	Who pays for it?	Taxed?	When can I choose it?		
					On joining	At annual enrolment	Anytime
<b>Dental Insurance</b>	Provides money back on the cost of dental treatment.	✓	Who pays for your cover will depend on your entitlement.  You pay for any extra cover for your family.	✓	✓	✓	
<b>Digital GP</b>	24/7 health information and GP appointments.	✓	The company pays for you. You can pay to add your family. If you have Private Medical Insurance the company may also pay for your family.	✗	✓		✓
<b>Employee Assistance Programme (EAP)</b>	Free, confidential support to help you maintain your health and wellbeing.	✗	The company.	✗	✓	✓	
<b>Eyecare Vouchers</b>	Get a free eye test and a contribution towards glasses if you use a display screen for long periods of time.	✗	The company.	✗	✓	✓	
<b>Fitness Funding</b>	Financial support for employee run fitness clubs (run with colleagues out of AtkinsRéalis offices) such as yoga or 5-a-side football.	✗	Subsidised by the company.	✗		✓	
<b>Flu Jabs</b>	Protect yourself from winter flu with a vaccination in the autumn.	✗	The company.	✗	Autumn.		

Benefit	What does it offer?	Can I add my family?	Who pays for it?	Taxed?	When can I choose it?		
					On joining	At annual enrolment	Anytime
<b>Gym Membership</b>	Get fit for less with competitive rates on gym membership.	✓	You pay.	✓	✓		✓
<b>Health Cash Plan</b>	Receive cash back for everyday health costs including dental and optical treatment, physiotherapy, chiropractic services.	✓	Who pays for your cover will depend on your entitlement.  You pay for any extra cover for your family.	✓	✓	✓	
<b>Individual Health Insurance</b>	If you are not eligible for Company-funded private medical, but would like private medical cover, you can get a discounted rate on a private policy.	✓	You pay the insurer direct (not linked to payroll).	✗	✓		✓
<b>Private Medical</b>	Get prompt access to medical treatment if you need it.	✓	Who pays will depend on your entitlement.	✓	✓	✓	

Benefit	What does it offer?	Can I add my family?	Who pays for it?	Taxed?	When can I choose it?		
					On joining	At annual enrolment	Anytime
<b>Annual Leave + Flexible Holiday – Buy &amp; Sell</b>	You can tailor your annual leave to suit your lifestyle by buying or selling holiday.	✗	If you buy, you pay.  If you sell, you get money back through payroll.	Buy = ✗ Sell ✓	✓	✓	
<b>Charity Donations</b>	Support your favourite charity, direct from your pay, and get immediate tax relief on your donations.	✗	You pay.	✗	✓		✓
<b>Car Allowance</b>	A car cash allowance.  This will depend on your role and your terms and conditions of employment.	✗	The company.	✓	✓		✓
<b>Cycle to Work</b>	Save money on a new bike by leasing it through this benefit.	✗	You pay.	✗	✓		✓
<b>Discounts</b>	Make everyday savings on shopping, travel and much more through the 'My Discounts Plus' portal.	✗	The company pays for your membership of the portal.	✗	✓		✓
<b>Electric Vehicle Scheme</b>	Save money on leasing your choice of a new fully maintained and insured electric vehicle.	✓*	You pay.	✓			✓ Once 6 month waiting period is over.

\*yourself, partner and dependents are able to use the Electric Vehicles leased through the scheme.

Benefit	What does it offer?	Can I add my family?	Who pays for it?	Taxed?	When can I choose it?		
					On joining	At annual enrolment	Anytime
<b>Life Assurance</b>	<p>Pays a tax-efficient cash lump sum to your beneficiaries if you die while employed by the company. You get core cover automatically.</p> <p>You can choose to increase and decrease cover to suit your ne</p>	✗	<p>Core cover is paid for by the company.</p> <p>You can pay to increase this cover above the</p>	<p>Registered = ✗</p> <p>Excepted = ✓</p>	✓	✓	
<b>Spouse Partner Life Assurance</b>	Pays a tax-efficient cash lump sum to your spouse's beneficiaries if they die while you are employed by the company.	✗	You pay.	✓	✓	✓	
<b>Travel Insurance</b>	Provides you with peace of mind while travelling.	✓	You pay.	✓	✓	✓	
<b>Critical Illness</b>	<p>Pays a tax-free cash sum if you are diagnosed with certain defined illnesses. Available for you and your partner.</p> <p>Eligible children are covered at no extra cost.</p>	✓	You pay.	✓	✓	✓	
<b>Income Protection</b>	Pays an income if you can't work due to serious ill health or injury.	✗	The company.	✗	✓		
<b>Gadget Insurance</b>	Get worldwide cover for an unlimited number of gadgets.	✓	You pay.	✓	✓	✓	