

Key Information Document - SWES (PAYE) - Randstad Solutions

This document sets out key information about your relationship with us and the intermediary or umbrella company used in your engagement, including details about pay, holiday entitlement and other benefits.

You can find more information about this umbrella company at <https://www.socialworkemploymentservices.co.uk/>.

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

Our employment business is:	Randstad Solutions Limited
Your chosen umbrella company is:	Social Work Employment Services
Your employer is: They will be responsible for paying you	Social Work Employment Services Limited
They will engage you on a:	Contract of 336 Hours Annually
We will pay them and they will pay you:	Weekly

Intermediary or Umbrella Company Pay Information

You are being paid through an intermediary or umbrella company: a third-party organisation that will calculate your tax and other deductions and then pay you for the work undertaken for the hirer. We will still be finding you assignments.

The money earned on your assignments will be transferred to the umbrella company as part of their income. They will then pay you your wage. All the deductions made which affect your wage are listed below. If you have any queries about these please contact the umbrella company.

Minimum gross rate of pay transferred to the intermediary or umbrella company from us:	At least £13.10 per hour
Deductions from intermediary or umbrella income required by law:	1. Employer's national insurance 2. Employer pension contributions 3. Apprenticeship levy
Any other deductions from umbrella income:	The umbrella company's margin being £15 per week

Worker Pay Information

Expected or minimum rate of pay to you by the umbrella company:	At least the prevailing or current National Minimum Wage or National Living Wage
Deductions from your wage required by law:	Income tax, employee's national insurance, employee pension contributions. If applicable, student loan, attachment of earnings orders
Any other deductions or costs taken from your wage:	None
Any fees for goods or services:	None
Holiday entitlement and pay:	28 days per year paid as worked
Additional benefits:	Benefits package

Example Weekly Pay

	Intermediary or umbrella fees	Worker fees
Example gross rate of pay to intermediary or umbrella company from us:	£695.48 (40 hours worked)	
Deductions from intermediary or umbrella income required by law:	1. £59.78 (ER ni contributions) 2. £14.50 (ER pension contributions) 3. £3.02 (apprenticeship levy)	
Any other deductions or costs taken from intermediary or umbrella income:	£15.00 (margin)	
Example rate of pay to you:		£603.18 (i.e. £15.08 p/hr)
Deductions from your pay required by law:		£72.20 (income tax) £50.30 (ni) £19.33 (pension)
Any other deductions or costs taken from your pay:		None
Any fees for goods or services:		None
Example net take home pay:		£461.35 (incl. rolled-up holiday pay)