

# TERMS AND CONDITIONS



**NHS**

**Great Ormond Street  
Hospital for Children**  
NHS Foundation Trust

All terms and conditions listed in this document are applicable to all bands in line with Agenda for Change i.e. Bands 2-9 in a substantive or fixed term contract. You can view the full NHS terms and conditions document [here](#)

## Salary

Please click on the below link to view your full salary range (exclusive of High Cost Area Supplement): <https://www.nhsemployers.org/your-workforce/pay-and-reward/agenda-for-change/pay-scales/annual>

## High Cost Area Supplement

You will receive a high cost area supplement subject to a minimum payment of £4,400 per annum and a maximum payment of £6,777 per annum

## Conflict of interest

The Trust expects its staff to maintain the highest standards of personal and business conduct at all times. A copy of the conflict of interest policy is available from the HR&OD Directorate.

## (Permanent) Probation Period

The first 6 months of your employment will be a probationary period; your employment may be terminated during this period at any time with four weeks' prior notice. During this probationary period your performance and suitability for continued employment will be monitored. At the end of your probationary period you will be informed in writing if you have successfully completed your probationary period.

## Contract Type

**Fixed Term Contracts of less than 12 months**

## (F/T less than 12 months) Probation Period

The first 12 weeks of your employment will be a probationary period; your employment may be terminated during this period at any time with four weeks' prior notice. During this probationary period your performance and suitability for continued employment will be monitored. At the end of your probationary period you will be informed in writing if you have successfully completed your probationary period.

## Hours

As indicated in the job description and advertisement. Your pattern of work will be agreed with your line manager.

## Annual Leave

On appointment – 27 days per annum plus 8 bank holidays  
After 5 years' service – 29 days per annum plus 8 bank holidays  
After 10 years' service – 33 days per annum plus 8 bank holidays

## Period of Notice

During the probationary period a notice period of **4 weeks** applies on either side.

Following the conclusion of your probation period and once your post has been confirmed, the following notice periods will apply in writing on either side:

- Permanent Bands 2-5 – 8 weeks
- Permanent Bands 6-9 – 12 weeks
- Fixed term 3 -11 months – 4 weeks
- Fixed term 12 months (bands 2-5) – 4 weeks
- Fixed term 12 months (bands 6 -9) – 8 weeks

## Pre-Employment

Your offer of employment is subject to satisfactory pre-employment checks including; Disclosure & Barring check, satisfactory Occupational Health Assessment, Identity check, employment history check, qualifications & professional registration check and right to work check.

## Agenda for Change

Any appointment will be made under the Agenda for Change Terms and Conditions of Service. Further information is available on <http://www.nhsemployers.org/agendaforchange>

## NHS Pension Scheme

This employment is subject to the provisions of the NHS Pension Scheme. Further information about the NHS Pension Scheme can be found within the following link [www.nhsbsa.nhs.uk/pensions](http://www.nhsbsa.nhs.uk/pensions)