

GLC Long Service Rewards Policy

This Policy was ratified by the Board of Directors on :	Spring 2026
This Policy will be reviewed by the GLC Board on :	Spring 2030

GLC Mission Statement

The GLC's mission is to develop active and thriving citizens within a diverse, truly fair and equal community. This will be achieved through:

- High quality teaching that deliberately develops competencies of curiosity, creativity, communication and critical-thinking;
- An inspiring and meaningful curriculum;
- The development of productive relationships by instilling the values of compassion, resilience, responsibility and aspiration to prepare our young people for learning and life;
- A commitment to the wellbeing of our staff;
- A culture of professional generosity, collaboration, challenge and support throughout the GLC;
- The development of effective external partnerships for the benefit and wellbeing of our community.

Equalities Statement

The GLC's commitment to equality is enshrined in our mission statement to develop 'active and thriving citizens within a diverse, truly fair and equal community'.

We are a vibrant, innovative and successful organisation: we work hard to be the place of choice to work and to learn. Across the 5 academies of the GLC, we pledge that everyone enjoys an equality of opportunity. We work tirelessly to ensure that individual characteristics including age, ethnicity, socio-economic background, academic ability, disability, gender, religious beliefs, sexual orientation are not discriminated against in any way. We create inclusive environments characterised by mutual respect where difference is celebrated.

GLC Long service Rewards Policy

The GLC Long Service Rewards Policy has been approved by the GLC Board of Directors as part of the Trust's staff retention and well-being initiative. These rewards recognise accumulated service in a modest way to celebrate the dedication and hard work of those colleagues who have worked within the GLC for a long period of time. The Board has implemented this policy to thank those staff on its behalf, and on behalf of past and present GLC pupils and their parents.

The awards will be distributed during a staff briefing or a school assembly in the autumn term [i.e. after the period has been worked]. Long service will also be recognised in the annual GLC Awards Ceremony.

Staff will receive the rewards in the autumn term following the completion of the period of work stated:

5 Years

Staff will receive a hamper to the value of £30 and a letter of recognition from the CEO on behalf of the GLC Board [a letter from the CEO will accompany all rewards].

10 Years

Staff will receive a voucher for £50 and a letter of recognition from the CEO on behalf of the GLC Board.

15 Years

A long weekend [including a Friday **or** Monday] will be taken within 12 months after the anniversary [the date will be agreed with the Head of School].

20 Years

A long weekend [including a Friday **or** Monday] will be taken within 12 months after the anniversary [the date will be agreed with the Head of School].

In addition a voucher to the value of £100 will be provided by the school.

25 Years

A long weekend [including both Friday **and** Monday] will be taken within 12 months after the anniversary [the date will be agreed with the Head of School].

In addition a voucher to the value of £100 will be provided by the school.

30 Years

This will be negotiated directly with the CEO.

Annex 1: Letter from the CEO for 5 Years of Service

Dear ...

I am writing to you on behalf of the GLC Board of Directors, your colleagues, governors, pupils and their parents to recognise that you have worked for the GLC for 5 years.

In recognition of this, the Board has approved a modest gift of thanks for your hard work and dedication to the young people of Tilbury and Chadwell during this time.

I am truly grateful for everything you do and am looking forward to you continuing at the GLC for many more years.

Best wishes,

Viki Reid

CEO [on behalf of the GLC Board of Directors]

Annex 2: Letter from the CEO for 10 Years of Service

Dear ...

I am writing to you on behalf of the GLC Board of Directors, your colleagues, governors, pupils and their parents to recognise that you have worked for the GLC [or predecessor schools] for 10 years.

In recognition of this, the Board has approved a gift voucher to the value of £50. This is a modest gift of thanks for your hard work and dedication to the young people of Tilbury and Chadwell during this time.

I am truly grateful for everything you do and am looking forward to you continuing at the GLC for many more years.

Best wishes,

Viki Reid

CEO [on behalf of the GLC Board of Directors]

Annex 3: Letter from the CEO for 15 Years of Service

Dear ...

I am writing to you on behalf of the GLC Board of Directors, your colleagues, governors, pupils and their parents to recognise that you have worked for the GLC [or predecessor schools] for 15 years.

In recognition of this, the Board has approved a long weekend [including a Friday **or** Monday] to be taken within 12 months after the anniversary [the date must be agreed with the Head of School].

This has been agreed by the Board to thank for your hard work and dedication to the young people of Tilbury and Chadwell during this time.

I am truly grateful for everything you do and am looking forward to you continuing at the GLC for many more years.

Best wishes,

Viki Reid
CEO [on behalf of the GLC Board of Directors]

Annex 4: Letter from the CEO for 20 Years of Service

Dear ...

I am writing to you on behalf of the GLC Board of Directors, your colleagues, governors, pupils and their parents to recognise that you have worked for the GLC [or predecessor schools] for 20 years.

In recognition of this, the Board has approved a long weekend [including a Friday **or** Monday] to be taken within 12 months after the anniversary [the date will be agreed with the Head of School]. In addition, we are delighted to include a voucher to the value of £100.

This has been agreed by the Board to thank for your hard work and dedication to the young people of Tilbury and Chadwell during this time.

I am truly grateful for everything you do and am looking forward to you continuing at the GLC for many more years.

Best wishes,

Viki Reid
CEO [on behalf of the GLC Board of Directors]

Annex 5: Letter from the CEO for 25 Years of Service

Dear ...

I am writing to you on behalf of the GLC Board of Directors, your colleagues, governors, pupils and their parents to recognise that you have worked for the GLC [or predecessor schools] for 25 years.

In recognition of this, the Board has approved a long weekend [including both Friday **and** Monday] to be taken within 12 months after the anniversary [the date will be agreed with the Head of School]. In addition, we are delighted to include a voucher to the value of £100.

This has been agreed by the Board to thank for your hard work and dedication to the young people of Tilbury and Chadwell during this time.

I am truly grateful for everything you do and am looking forward to you continuing at the GLC for many more years.

Best wishes

Viki Reid
CEO [on behalf of the GLC Board of Directors]