

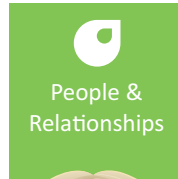
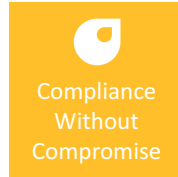
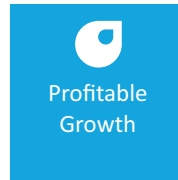
Key benefits for you

The key benefits of the RACS Academy are the opportunity for you to:

- Focus on your own personal development and career.
- Complete a learning experience that will enhance your career development and meet future role requirements.
- Understand how and why you do specific activities within your role.
- Get feedback from your manager and colleagues on your development needs.
- Gain new skills and develop professionally.



The Academy is designed to support you in developing your current role and for your future career. It will help us differentiate our business by driving client-focus and compliance and also ensure we attract, develop and retain the best people in the market. A winner on every level. If you would like more information, please speak to Sarah or Sally in HR.



We launched the RACS Academy to support learning across our company and help us achieve our strategic goals by investing and developing people inside and outside the company.

A selection of our learning and development initiatives in the last six months include:

- **Academy In-House Sessions**
Including payslips and finance training.
- **Apprentice**
Launch of NVQ programmes for Client Service & Team Leading.
- **Working Initiatives**
Mini-breaks and work to improve induction process.
- **Coaching & Mentoring**
Management Development Programme.
- **External Courses**
Study for external qualifications including payroll and accounting.
- **eLearning**
Online training.

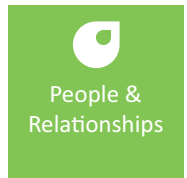
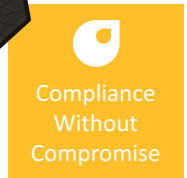


Our Vision

Compliance Without Compromise! To be the UK's most compliant, client-focused payroll solutions provider.

Our Mission

£200m turnover by 2016.



Who is the RACS Academy for?

FOR OUR PEOPLE

To support our people to develop in their current role and for their future career.

FOR OUR BUSINESS

To ensure we can attract, develop and retain the best people in the market.

FOR OUR CLIENTS

To drive client-focus and compliance as key differentiators in the way we work.

What does the Academy include?

The Academy will deliver learning and development opportunities across six core areas:

- 1 Payroll Solutions Compliance**
To deliver compliance without compromise.
- 2 Client Service Focus**
To differentiate our service.
- 3 Financial Performance Management**
To improve our profitability.
- 4 Leadership, Management & Team**
To engage our employees.
- 5 Professional & Technical Skills**
To support career development.
- 6 Health, Safety & Wellbeing**
To care for our employees.

How will training be delivered?

Academy In-House

Examples

- In-House Training
- Compliance Quiz

Apprentice

- Customer Service - Level 2
- Team Leading - Level 2

Working Initiatives

- Me & My Manager Sessions
- Mini Secondments

Coaching & Mentoring

- Management Development Programme
- Mentoring

External Courses

- Payroll, Finance, Marketing, Sales

eLearning

- Excel, Sage 50, HM Revenue & Customs, Personal Development Hour

