



Education sector payroll and pension services

Proactive, flexible and reliable solutions

mazars

At Mazars, we provide a first-class bureau service to multiple schools, academies and Multi-Academy Trusts.

Payroll administration requires accuracy, confidentiality and above all, the assurance that payments to employees are made on time.

With changes in government legislation becoming ever more complex, compliance with statutory requirements is essential.

Our specialist education team of CIPP-trained professionals deliver to the highest standards, working proactively, flexibly and cost effectively to provide your payroll solution. We can deliver a personal, tailored service that accommodates your needs, eases your workload and provides support and advice exactly when you need it.

Why Mazars?

As part of our commitment to providing outstanding client service you will receive the following:

- A service delivered by CIPP-trained education payroll specialists with a wealth of expertise based in the UK with a sole focus on the education sector
- A fully outsourced service designed to reduce the cost and administrative burden of employing experienced payroll personnel or expensive software solutions
- A dedicated UK based payroll specialist to provide guidance and support with the complexities within payroll and pensions
- Service level agreements specifically tailored to your requirements to ensure that service delivery expectations are understood, monitored and, most importantly, delivered
- A digital payslip portal providing employees with access to payslips, P45's and P60 documents via mobile, tablet or via the website
- Comprehensive reporting solutions to enable reporting to be tailored to your individual requirements whilst allowing you to report accurately and on time
- Nominal Journal to assist with salary reconciliation and budget forecasting
- TP and LGPS reporting detailing employee banding information to assist with pension reconciliation
- Payroll submission training and on-boarding induction
- Experience of multiple LA & TP pension rules
- Key account manager to provide support and guidance through changes within the education sector
- Regular bulletins to provide updates on key topics and communicate important information
- A cloud based document storage solution to ensure documents can be shared securely with your payroll specialist 24/7

Dedicated payroll professionals working closely together to deliver exceptional client service

A tailored service

Our list of services are comprehensive and will be tailored to suit your individual requirements.

Whether you are a school, academy or a multi-academy trust, our team can offer guidance and support to find a suitable solution that is best suited to your needs.

Additional services

- Pension reporting administration (monthly and annually)
- Pensions auto enrolment and re-enrolment services
- LGPS employee letter banding administration
- Bespoke reports to assist with the completion of statutory information such as the Work force census (WFC), Office for National statistics (ONS) and the Education and skills funding agency (ESFA)
- Gender pay gap reporting
- Statutory pay forecasting schedules for Maternity, Paternity, Shared parental leave and adoption leave, detailing entitlement and full breakdown of payments due
- Sickness entitlement schedules
- Letters of entitlement to statutory sick pay

Service highlights

Calculation of PAYE, pensions and statutory payment	Monthly real time information submissions including FPS & EPS	Payments processed via our BACS approved bureau
Electronic documents via our secure self-service portal	Pay rolling benefits	Nominal journal and multiple post cost centre configuration
Reconciliation and submission of all HMRC annual returns and declarations	Monthly TP and LGPS pension banding assessment and completion of multiple monthly returns	Experienced UK team who understands the complexities surrounding multiple LA regulations

Specialist services to compliment our offering

- Audit
- Accountancy & Finance
- Employment Tax
- Advisory
- VAT
- Budgeting

Contacts

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Mazars is an internationally integrated partnership, specialising in audit, accountancy, advisory, tax and legal services*. Operating in over 90 countries and territories around the world, we draw on the expertise of 40,400 professionals – 24,400 in Mazars' integrated partnership and 16,000 via the Mazars North America Alliance – to assist clients of all sizes at every stage in their development.

*where permitted under applicable country laws

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