



ADDITIONAL SERVICES

SYCIL also offers additional services through its sister organisation SIBILS (SYCIL's Individual Budgets Independent Lives Services).

Services offered are:

1. Support with all aspects of recruiting and selecting Personal Assistants / carers
2. Staff induction and drawing up policies and procedures
3. On-going support and training including a help-line and training on being an employer and training for your PA's on Moving and Handling.

INTERESTED?

COULD BE?

WANT TO KNOW MORE?

CONTACT US for an informal no obligation chat.



Give us a ring to make an appointment to come and see us or we can arrange a meeting at your home.

Telephone 01302 892949
Minicom 01302 892968
Email Carole.G@sycil.org

Ask for Carole or Lisa (they work most Thursdays) or Lynette.

WE LOOK FORWARD TO HEARING FROM YOU!



SYCIL PAYROLL SERVICES

Want to be independent and employ your own staff ?



But don't want the hassle of processing wages?

Look no further!

We can provide a full payroll service for as little as £5 per week.



WHY CHOOSE SYCIL?

The South Yorkshire Centre for Inclusive Living (SYCIL) is a local charity established in 1995 whose aim is to support and enable Disabled people to lead independent lives. A major priority is that our work is informed by Disabled people, and many of our own staff are Disabled.

A survey of local service users carried out in 2009 indicated that the most important reasons for choosing SYCIL Payroll Services would be that it is a local, user led disability organisation, with a credible reputation, providing a quick, efficient, flexible and reliable service using in-house staff and equipment.

WHAT DOES SYCIL PROVIDE?

We aim to provide a One Stop Shop for all your payroll needs:

- We register you as an Employer with the Tax Office
- Provide all the necessary stationery to enable you to provide details of hours worked, rate of pay etc.
- Compute the wages and the amounts payable in tax and national insurance.
- Answer any queries which you or your employees may have.
- Provide payslips and all documentation for statutory quarterly payments.



All you have to do is write the cheque for your employee's wages (or via internet banking), and for the Tax Office.

OUR FEES

Our charges vary according to your payroll needs.

Initial Payroll Set-up £100

For 1 or 2 employees:

- £260 per year for staff paid 4 weekly or monthly
- £325 per year for staff paid fortnightly
- £390 per year for staff paid weekly

For 3 or more employees:

- £390 per year for staff paid 4 weekly or monthly
- £485 per year for staff paid fortnightly
- £580 per year for staff paid weekly

Charges include all payroll processing and end year procedures.