

[Click here](#) to view with images
To ensure delivery to your inbox, please add us to your address book.



This month...

- > My Pension Online Report
- > Monthly Data Collection update
- > Conditions for accessing benefits in the Teachers' Pension Scheme
- > Starters and leavers
- > New Ill-health Retirement forms
- > Finance update
- > When to complete an enrolment form
- > Opting out of the Teachers' Pension Scheme
- > Annual Service Return - Outstanding submissions
- > Training
- > Social media

Share this e-bulletin with a friend or colleague. They can [sign up here](#).

My Pension Online Report

We'd like to thank those employers who have used the report and resources we've provided to encourage members to register for My Pension Online (MPO). We've had over 6,000 members register through employers circulating the member email internally.

The MPO report is available through the Employer Portal and is updated monthly. We'll send you an email to advise when it has been updated and provide a link to an email you can circulate to members.

There are a number of benefits for members in using MPO so help us get them registered today.



[Find out more >](#)

[Back to top](#)

Monthly Data Collection (MDC) update

As we're getting close to the December

Conditions for accessing benefits in the Teachers' Pension Scheme

With the introduction of the Career Average

deadline, it's important that those employers who have committed to an on-boarding date between October and December meet the submission deadlines.

Anyone who hasn't yet provided us with an on-boarding date must [contact us](#) immediately. Please can we also remind you to complete the [delegation form](#) if you need to provide your Payroll Provider with access to the [Employer Portal](#) or additional staff who require access to complete the MDC submission.

[Find out more >](#)

Submission deadline!

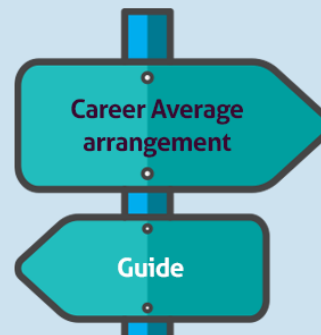


[Back to top](#)

arrangement, the steps members need to take to find out; how to access their pension benefits, which benefits they can take depending on the type of retirement and the dates payable has become increasingly complex.

To help, we've provided a guide to the conditions for accessing benefits from Teachers' Pensions. The guide provides examples for common scenarios along with summaries of the conditions and benefits that apply.

[Find out more >](#)



[Back to top](#)

Starters and leavers

The new starters and leavers process went live in September, with over 25,000 members receiving bespoke information regarding their circumstances directly from us.

We'd like this figure to increase but we're only able to contact members if they've an MPO account or if we hold an email address for them. Therefore we'd encourage you to check your [My Pension Online Report](#) on a monthly basis to see who doesn't have an account and encourage registrations with members.

[Find out more >](#)

New III-health Retirement forms

The new III-health Retirement forms are now available on our [website](#). The key changes include a section dedicated to Power of Attorney and an increased emphasis on what members need to do if they seek assistance from a third party to complete the form.

All copies of the III-health Retirement forms are available on our website. We're also working on updating our III-health Retirement factsheet and will advise in a future bulletin when it's available.

[Find out more >](#)



[Back to top](#)



[Back to top](#)

Finance Update

We've a number of finance updates for you this month. Please be aware of the following:

The End of Year Certificate

Employers will be aware that the auditor guidance (TP05 version 4) was made available on the last week of September. Due to this the deadline for non LA employers has moved to 30 November for this year only. TP05 version 4 has subsequently been updated to Version 5.

Monthly Contribution Payments

The option to insert a note into field 10 of the BACS submission must use the same note each month to ensure contributions are allocated correctly and in a timely manner.

Contributions for members on maternity

The contribution tier should be calculated based on a member's normal contractual salary and that relevant tier percentage should be applied to the actual maternity pay. You should only pay employer contributions of 16.48% of the actual maternity salary paid and not the salary they would normally have been paid.

[Find out more >](#)

[Back to top](#)

When to complete an enrolment template

You must complete an enrolment template if you're enrolling a teacher into the Scheme because of Auto Enrolment, Auto Re-enrolment or the end of a transitional delay.

Similarly, you should enrol teachers; who've previously opted out but have joined you due to commencement of a new contract, as part of a TUPE or New Fair Deal Transfer, or due to a change in contract or post.

[Find out more >](#)

Opting out of the Teachers' Pension Scheme

Members have the right to opt out of the Teachers' Pension Scheme at any time and while you can inform members about the provision to opt out, you must be careful not to encourage them to do so.

With effect from 1 January 2018, members will only be able to opt out online (unless they have requested otherwise). Members will therefore need a My Pension Online account to do this.

[Find out more >](#)

[Back to top](#)

[Back to top](#)

Annual Service Return - outstanding submissions

We're now three months past the deadline for the Annual Service Return and 92,646 members don't have up to date service history, due to non-submissions from over 290 employers.

You must contact us now if you've any issues regarding your submission on 0345 300 3756. Failure to complete your submission or contact us will result in actions ranging from informing affected members of the failure to complete the submission to being reported to The Pensions Regulator for non-compliance.

[Find out more >](#)



[Back to top](#)

Training

If you'd like to learn more about the Scheme why not join one of our free seminars or webinars. In November we're holding seminars in locations including Cumbria, London and Newcastle. We'll also be holding eight, hourly webinars covering MDC and Auto Enrolment. Take a look at our [training schedule](#) for more details.

We're always interested in knowing which topics interest you most and suggestions are always welcome for future webinars.

[Find out more >](#)



[Back to top](#)

Social media

We've built up our Social Media presence over the last couple of years and we can be found on [Facebook](#), [Twitter](#), [LinkedIn](#) and [YouTube](#). Each site is updated daily with a mixture of posts aimed at both employers and members, showcasing our website and engaging our members with teaching resources and motivational posts.

Social Media is an increasingly popular channel, which members are using to contact us with their queries. The pages are also there for you to provide any help and support.

[Find out more >](#)

[Back to top](#)

You can keep up-to-date with important news, events and much more via our social media channels. Click the icons to follow us.



[BACK TO TOP](#)

The content of this email is based on our understanding of the current legislation governing the Teachers' Pension Scheme. In the event that there is a disagreement between the content of this email and the overriding Regulations, then the content of the Regulations will take precedence. The benefits of the Teachers' Pension Scheme, and the tax treatment of pensions may be subject to change in the future.



Copyright © Teachers' Pensions 2017 All rights reserved. Pension Scheme Registry Number 10005209 (2010 scheme and earlier); and 10276733 (2015 scheme)