



## Keep your contact details up to date

If you find yourself forwarding on emails to your colleagues or realising you have an inbox full of emails that aren't meant for you, it might be because your establishment contact details aren't up to date.

You can make sure this doesn't happen again by logging in to the [Employer Portal](#) and updating your contact details.

After logging in, click "Employer contact details" in the "Overview" menu on the left-hand side. Here you can edit and add in contacts.

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## HEADLINES

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Email our teams

### Getting in touch with the right team

To help you get your questions answered quickly and by the right team, we've a number of different email addresses you can contact.

We've put together some descriptions of the circumstances in which you'd use each email address to take away any confusion.

[Read more](#)

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## Tell us what you think

Your feedback helps us shape the service that we deliver to you. We have a survey dedicated to your



experience with our Employer Bulletin and we'd love to know what you think.

[Complete the survey now.](#)

Please only include feedback regarding the bulletin in this survey, as it allows us to quickly identify where changes are needed.



## Starters, leavers and staying up to date

As members work through their career, their circumstances may change from time to time. To make sure that they know exactly how any changes impact their pension, we contact everyone that has either an email address or a My Pension Online account.

If we don't have these details, there are ways you can help and responsibilities you need to know about.

[Find out more](#)

## FURTHER NEWS

### Transitional Protection

Just a reminder that following the government's introduction of the Public Service Pensions Scheme & Judicial Offices (PSPJO) bill, the Department for Education is currently consulting on the necessary changes needed to the Teachers' Pension Scheme. This will close on 24 January 2022.

[Read more](#)

### Employer drop-in sessions

January's Employer drop-in event will include a dedicated workshop on the subject of Transitional Protection, along with our usual update on the Scheme and Q&A session.

Spaces are limited, so book your place now to avoid missing out.

[Learn more](#)

### Look out for our Monthly Contributions Reconciliation (MCR) Bulletin

Later this month, we'll be sending our latest MCR Bulletin to all those who've already on-boarded to MCR.

This issue will give a breakdown of all the key elements of MCR that you'll need to be aware of over the next 12 months, so that you have everything you need in one place.

Remember, the deadline for all employers to on-board to MCR is April 2022. If you've yet to complete your [On-boarding form](#), there's still time.

## OTHER ITEMS

### Free training opportunities

Work smarter, not harder, in 2022 with our range of free training materials. Study using methods that suit your learning style on subjects that will make your working life easier.

[Boost your knowledge](#)

### Chartered Institute of Payroll Professionals (CIPP) Public Sector event

The CIPP are holding their next virtual public sector update meeting on Tuesday 15 February. Find out more about the event and register on our [website](#).

### Contributions - prior year arrears

Do you know what you need to do when you identify arrears? Take a look at the simple steps you'll need to follow.

[Read more](#)

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Pension Scheme Registry Number 10005209 (2010 scheme and earlier); and 10276733 (2015 scheme)

