

## Refer a friend terms and conditions

M2 Education's refer a friend scheme gives individuals the opportunity to earn the following, depending on the job role of the friend referred, you can receive:

- Teacher: £100 referral bonus
- Teaching Assistant, Cover Supervisor, Nursery Practitioner: £50 referral bonus

This referral bonus is payable once the individual referred completes 10 full days\* within 3 months of registering for work with M2 Education or has been appointed to a permanent role through by M2 Education. There are no restrictions on the number of referrals an individual can make.

### Qualifying for a referral bonus

The referred individual must:

- Be submitted via the M2 Education website, through this link: [Refer a Friend](#)
- Be living and be eligible to work in the UK;
- Not have previously worked for M2 Education in the last 12 months;
- Not have applied to register with M2 Education within the last 6 months;
- Be referred before they register with M2 Education;
- Not have been referred by another person (Only one referral can be made per candidate and a reward may only be given once for this candidate. If two people refer the same candidate, M2 Education will identify who referred the candidate first).

*\*10 full days refers to 10 full days of teaching or 60 hours of Teaching Assistant work.*

*The referrer must:*

- Be registered with M2 Education;
- Not be an office member of staff at M2 Education;
- Obtain the permission of the teacher, teaching assistant, cover supervisor or nursery practitioner they are referring to M2 Education before submitting their details as required by general data protection legislation.

## Claiming and paying a referral bonus

The referrer must contact M2 Education to claim their bonus once the referred candidate has completed the required 10 full days' supply or been appointed to a permanent role through M2 Education.

The referral bonus must be claimed within six months of the referral date\*\*.

Any candidates registered with M2 Education who are eligible for a friend referral bonus will have the bonus paid through their M2 Education salary, which will be subject to PAYE deductions.

No cash or voucher alternatives are available to candidates.

*\*\*If the person being referred registers with M2 Education during a school holiday, then the qualifying period will start from the first day back after the school holidays.*

## Additional terms and conditions

This scheme applies to referrals made on or after Monday 24<sup>th</sup> April 2023.

- Any referrals made before this date will not be eligible for the scheme;
- M2 Education reserves the right to terminate or amend this scheme at any time;
- M2 Education will determine the eligibility for this bonus in each case and our decision is final.

## Contact us

Should you have any queries or questions relating to the refer a friend scheme, please contact the appropriate office:

**Lancashire & Cumbria**  
[preston@m2education.co.uk](mailto:preston@m2education.co.uk)  
01772 722 223

**Northeast**  
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