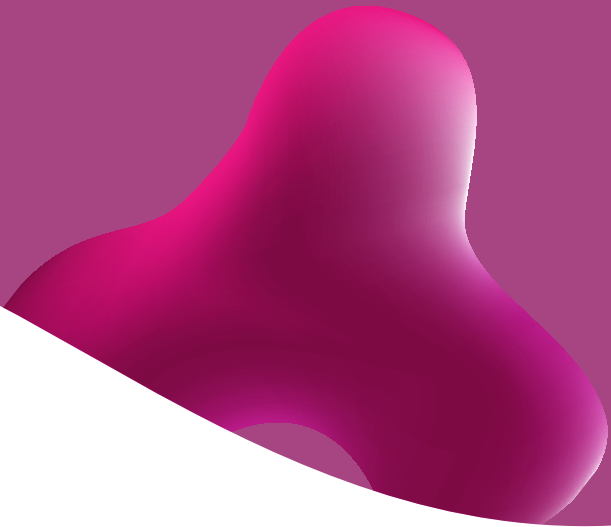


HR Outsourced Services

Let qualified experts take care of your HR





Have you thought about outsourcing your HR?

You started your business because you had a passion or a great idea, but you're now finding yourself buried in HR admin, paperwork and staff management. Not quite what you had in mind? More and more business owners are spending their time dealing with HR related matters as opposed to running their business.

At [Aspreys](#), we understand this frustration and know that it's time to get you back to growing your business.

Reasons To Outsource



Business Protection



Cost Effective



Expert Advice



Compliant Documents









Time Saver

Our Service

Aspreys are a leading business consultancy, championing SME's, providing HR expertise and support across an array of different industries. With an in-house team of experienced HR Managers, as well as Chartered Accountants who are able to assist with payroll, we have everything you need.

When you partner with us, we provide you with a bespoke and personalised service to suit you and your business' needs. A dedicated HR Manager will be appointed to you and they will get to know your business in detail, ensuring their advice is specific to your business.

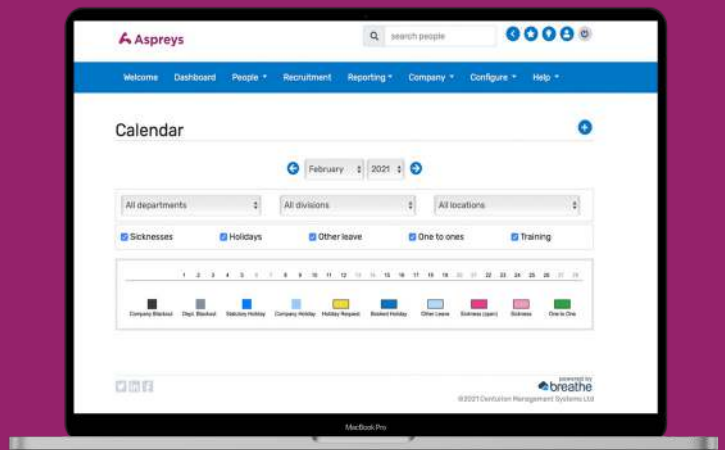
From writing contracts to being your go-to person you can call, **Aspreys** will be there every step of the way.

-  Support & Guidance
-  Dedicated HR Manager
-  Seamless HR Software
-  Employee Contracts
-  Covid-19 Guidance
-  Handbooks & Documentation

HR Software

Our HR packages includes HR software that makes managing people easy, streamlining all the necessary HR functions and safe cloud based storage of HR documentation.

- Organising documents
- Managing employees (holiday, absence, sick leave)
- Empowering your teams
- Tracking expenses
- Recruitment



Our Pricing

We have a clear pricing structure, which gives you the flexibility to tailor your HR package to suit your businesses individual needs.

Package Contents	Essential From £159 p/m	Standard From £224 p/m	Advanced From £284 p/m
Dedicated HR Consultant: A dedicated business partner to become an extended part of your business, not a call centre.	X	X	X
Ongoing Support: Expert employment related advice via telephone, Zoom & email with your HR Consultant	X	X	X
Contract of Employment: A review of the contract of employment currently in place for existing employees, and amending or redrafting of such contract, if required.	X	X	X
Employee Handbook: Creation/update of Employee Handbook, containing a range of suitable HR policies.	X	X	X
Additional HR Documentation: Implementation of supporting HR documentation & templates, including, return to work, appraisal, and exit interview forms.		X	X
Bespoke HR Documentation: Drafting of tailored correspondence, for example an invite letter to a disciplinary hearing.		X	X
Additional Consultancy: Preferential onsite consultancy rates			X
Employment Tribunals: Assistance with any employment issues that become legal, for example, liaising with ACAS and preparing necessary paperwork for employment tribunal matters.			X
Monthly Updates: Bringing you up-to-date news and details of employment law changes and case law developments. Plus highlighting any need to amend/create relevant HR policies.	X	X	X
Webinars: Access to key HR related webinars.	X	X	X
HR Management System: Breathe HR	X	X	X
Preferential Consultancy Rates: Favourable daily/hourly charge rates for bespoke projects.	X	X	X
Indemnity Insurance	X	X	X

**The plans are monitored in line with our standard terms and conditions of business and Fair Use Policy. Optional extra: legal expenses insurance.*

Meet Our Senior HR Managers

Our team of HR Managers have a wealth of experience across all areas of HR, including an array of experience across different industries. They are best placed to support any business or individual.

Our HR Managers can support you with any aspect of HR, including, but not limited to the following:

- Employee relations
- Restructures and redundancies
- Performance management
- Recruitment
- Employee life-cycle
- Compliance
- Best practices
- HR infrastructure
- Policy and procedure development
- Organisational design

Kelly Ashton



Leading our HR team, Kelly brings 20 years generalist HR experience.

Kelly has worked for small to large sized businesses during her career, across numerous industries and sectors where she has led and managed HR teams.

Julia Sinclair



With almost 20 years' experience in HR and talent development, Julia is well placed to support you with your HR requirements.

Julia has worked across multiple industries and sectors leading key change projects, designed and delivered a variety of HR initiatives.



Partner with our HR specialists today

Call us on 01932 485325 or
email support@aspreysuk.com

Wellington Way, Brooklands Business Park,
Weybridge, Surrey, KT13 0TT

aspreysuk.com/HR

 **Aspreys**