Automatic Enrolment Pension

What is Automatic Enrolment?

Automatic enrolment is a legal requirement that means employers/agencies must automatically enrol eligible workers into a workplace pension scheme and make contributions towards it.

Who is Eligible?

By law, you must be automatically enrolled into a workplace pension scheme if you:

- Are aged between 22 and State Pension age
- Earn more than £10,000 per year
- Work in the UK

When Will I Be Enrolled?

- You will be automatically enrolled after 12 weeks in a PAYE assignment through Law Absolute

Contributions

Once enrolled:

- Pension contributions are deducted automatically from your salary each week
- Contributions are calculated on all earnings, including holiday pay
- Personal contributions are calculated at 5% and Law Absolute contributes 3%
- The Department for Work and Pensions set earnings thresholds for automatic enrolment. Contributions are calculated on the earnings between the upper and lower thresholds.
- The thresholds for the 2026-27 tax year are as follows:

Lower Level (Weekly)	Upper Level (Weekly)
£120	£967

Which Pension Provider Do You Use?

Law Absolute works with Cushon to manage the auto enrolment scheme.

When you begin your assignment, your details will be securely uploaded to Cushon. They will monitor the relevant opt in date and advise us when contributions should start.

Cushon will send all communications relating to the scheme directly to your personal email address. This is the email address you provide on the Law Absolute Starter Form.

Need Help or More Information?

Cushon will send a Welcome Email with a unique six-digit code which provides access to their app. You will be able view and explore your pension.

In addition, you will also be able transfer pots from previous schemes or other providers if you wish.

For questions about your pension, merging pension pots, or opting out, you will need to contact Cushon directly:

- **Telephone:** 020 3926 0333
- **Email:** help@cushon.co.uk
- **Website:** www.cushon.co.uk