

HR EMPLOYEE ADVISORY NOTE – JUNE 2020

This Employee Advisory Note provides details of a new employment policy and a recently revised employment policy. Please take time to read this advisory note which summarises key points from each of the policies. Full versions of these and all other employment policies are available from your line manager, our intranet and website or the HR team. Details of how to access these can be found at the end of this advisory note.

BEREAVEMENT LEAVE POLICY *REVISED*

With effect from 7 April 2020, the maximum number of days an employee can request bereavement leave for has risen from 4 days to 5 days.

PARENTAL BEREAVEMENT LEAVE POLICY ***NEW***

The Parental Bereavement Leave Policy is a new policy which has been introduced as a result of the Parental Bereavement Leave and Pay Regulations known as 'Jack's Law' which came into force on 6 April 2020.

The Parental Bereavement Leave and Pay Regulations introduced a day one right to 2 weeks' statutory parental bereavement leave for working parents who lose a child under the age of 18 or who suffer a stillbirth from 24 weeks of pregnancy irrespective of length of service. It also introduced a right to statutory parental bereavement pay for employees who have at least 26 weeks continuous service and who have weekly average earnings over the lower earnings limit for the eight weeks before the child's death.

Tayside Contracts has chosen to enhance the entitlement to statutory parental bereavement leave pay by paying

employees who meet the criteria set out in the policy their normal contractual pay and without any length of service qualification.

The parental bereavement leave can be taken as either a single block of two weeks or as two separate blocks of one week within 56 weeks of the death of the child.

Employees who take 2 weeks Parental Bereavement Leave, cannot take an additional 5 days Bereavement Leave.

Copies of these policies are available in full from your line manager, Tayside Contracts' intranet or website or from the HR Admin Team on 01382 812721 or employment.policies@tayside-contracts.co.uk.

If you have any queries on either of these policies, please speak to your line manager in the first instance or contact an HR Adviser on 01382 812721.

If you would like this document translated into another language or in another format such as audio or large print then please contact Angie Thompson, Equalities and Communications Manager on 01382 834165 or angie.thompson@tayside-contracts.co.uk