

Flexible Working

26 weeks' employment required
Employees entitled to apply if they care for:

- Child aged under 6 (18 if disabled)
- Adults who fit into definition of 'carer'

One application per year

Statutory Sick Pay

Length of Absence	Pay Level
1 - 3 days	<i>nil</i>
4 days to 28 weeks	<i>£72.55 per week</i>

Working Time Regulations

Maximum hours per week <i>(without opt-out)*</i>	<i>48</i>
Minimum paid holiday per year <i>(plus some bank / public holidays from October 2007)</i>	<i>4 weeks</i>
Minimum rest break after every 6 hours of work	<i>20 mins</i>
Minimum rest break between each working day	<i>11 hours</i>
Minimum days off per week	<i>1</i>

*Opt-out agreements are subject to future review

National Minimum Wage

Age	Minimum Wage
16 - 17 years <i>(will rise to £3.40 from 1 October 2007)</i>	<i>£3.30 per hour</i>
18 - 21 years <i>(will rise to £4.60 from 1 October 2007)</i>	<i>£4.45 per hour</i>
22 years and over <i>(will rise to £5.52 from 1 October 2007)</i>	<i>£5.35 per hour</i>

Stakeholder Pension Scheme

Access to a scheme must be provided if 5 or more employees.

These summaries should not be applied to any particular set of facts without seeking legal advice.

Contact Heather Cowley or John Hobson at:
28-44 Alma Street, Luton, Beds, LU1 2PL
tel 01582 731161 fax 01582 457900
email employment@taylorwalton.co.uk
www.taylorwalton.co.uk

employmentfacts
2007

effectivesolutions



Tribunal Award Limits

One week's pay (for calculating basic award and statutory redundancy pay) £310

Maximum compensatory award for unfair dismissal £60,600
(NB. No limit in some special cases)

Maximum award for discrimination unlimited

Redundancy

Qualifying Period (for payment) 2 years' continuous employment

Maximum Redundancy Payment £9,300

Maximum Weekly Wage £310

Maximum No. of Years 20

Age Factors

Age	Factor
Under 21	1/2 week's pay
22 - 40	1 week's pay
41 - 65	1 1/2 weeks' pay

Redundancy Pay Formula $\text{Length of continuous service} \times \text{age factor} \times \text{weekly wage}$

Maternity

Maximum length of maternity leave 52 weeks

Ordinary maternity leave 26 weeks

Additional maternity leave 26 weeks

Maternity Pay

Leave Period	Pay Level
--------------	-----------

First 6 weeks 90% of pay

Next 33 weeks £112.75 per week
(or 90% of average weekly earnings if less than £112.75)

Keeping in Touch Days

Employee can attend work for certain purposes for up to 10 days during maternity leave without ending her maternity leave

Paternity

Length of Employment	Length of Paternity Leave
----------------------	---------------------------

26 weeks' continuous service 2 weeks
(completed by 14th week before expected week of childbirth)

Paternity Pay

£112.75 per week
(or 90% of average weekly earnings if less than £112.75)

Parental Leave

13 weeks' unpaid leave per child in total (18 weeks if child is disabled)

One year's qualifying service generally required

Maximum 4 weeks per year per child

Adoption

Adoption Leave - available to one nominated parent if adopting jointly

Maximum length of adoption leave 52 weeks

Adoption Pay

Leave Period	Pay Level
--------------	-----------

Up to 39 weeks £112.75 per week
(or 90% of average weekly earnings if less than £112.75)

Keeping in Touch Days

Employee can attend work for certain purposes for up to 10 days during adoption leave without ending the adoption leave