

Compressed working: long-term support

Compressed hours for long-term support for colleagues who provide care for dependants with long-term medical needs.

Who might this appeal to?

Carers who are relied on to provide substantial support for dependants with long-term or complex medical needs. For the purpose of this option, we define dependant as a family member who is reliant on a colleague to help meet their essential care needs.

Key information

- ✔ This arrangement is not available where colleagues work shift patterns, e.g. Branch and most telephony teams.
- ✔ The offering is limited to three patterns:
 1. Nine-day fortnight
 2. Four-day week
 3. Reduced hours - extend working day up to a maximum of eight and three-quarter paid hours.
- ✔ This opportunity is available to both full-time and part-time colleagues.
- ✔ Colleagues can utilise compressed working for as long as needed for complex caring, but the arrangement should be reviewed at least once per year and assessed against the business needs.

Does it need line manager approval?

- ✔ Yes, colleagues will need to complete a flexible working request with an agreed review date and the revised working pattern will need to be captured on Workday.
- ✔ This request will also need line manager +1 approval.

With effect from	Available to	Capture on Workday
July 2023	See key information above	Yes