



EMPLOYMENT RIGHTS FOR FAMILY/UNPAID CARERS

It can be hard to juggle both caring and paid work. Employment rights can help. Sympathetic employers 'go the extra mile'. This factsheet describes our rights and gives some tips.

YOUR RIGHTS

RIGHT TO REQUEST FLEXIBLE WORKING

All employees (who've been employed for 26 weeks) can request flexible working e.g. changing working hours or working from home. This includes lots of different work patterns such as: flexi-time, part-time working and flexible holidays.

You can only make one request per year. You must do so in writing and date the request. Outline the working pattern you need, explain how it might impact on your job and how you'd handle that impact, the date you want the arrangements to start from and make sure you state, in writing, this is a statutory request for flexible working (and dates for any previous requests, if relevant)

YOUR EMPLOYER'S RESPONSE

Your employer can refuse but must give you good business reasons from a specific list set out by law. If they accept it becomes a permanent change to your terms and conditions – unless the employer agrees a trial period.

PROTECTION FROM DISCRIMINATION

Under the Equality Act (2010), if you look after someone disabled or elderly you're protected against direct discrimination or harassment because of your caring role, You're counted as 'associated' with someone protected by the law because of age/disability. This could include disadvantaging you at work.

TIME OFF IN EMERGENCIES

All employees are entitled to 'reasonable time' off to deal with an emergency involving a 'dependent' (this can be anyone who depends on you).

POLICIES E.G. KEEPING YOUR PHONE ON

Talk to your employer about what additional rights your employer gives to employees. Here at Creative Carers we have a policy called Carer Positive. Ask us for a copy. Many of us worry constantly about loved ones. Sometimes, a check-in call will make all the difference. If you're in meetings or at your desk and you need to make, or take, a call in private, relating to your caring role – let your employer know you need this.

MORE DETAILED HELP: Call ACAS (confidential and free) on 0300 123 1100 or talk to your Trade Union



EMPLOYMENT RIGHTS FOR PARENT CARERS

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YOUR RIGHTS

See rights in our other Fact sheet about:

- Right to flexible working
- Right to 'reasonable' time off for emergencies
- Right to protection from discrimination

In addition parent carers are entitled to:

PARENTAL LEAVE/SHARED PARENTAL LEAVE

If you've had continuous service with your employer for at least one year and are responsible for a child under 18 you're entitled to:

- 18 weeks (unpaid) leave per child to look after your child (before your child's 18th birthday)
- Take that leave in blocks of 1 week up to a maximum of 4 weeks in a year OR
- Multiples of a day if the leave is to care for a disabled child (again to a maximum of 4 weeks)

You must give at least 21 days notice in order to take parental leave. This can be postponed if taking leave at the time requested would cause the business problems (e.g. a seasonal peak) or if there are lots of requests for parental leave at the same time.

SHARED PARENTAL LEAVE

Employees may also be entitled to Shared Parental Leave (SPL). This must be taken between the baby's birth and first birthday (or within 1 year of adoption). To qualify for SPL, you must share responsibility for the child with someone who is sharing the caring responsibilities

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