



TAYSIDE POLICE

POLICY

CAREER BREAK – POLICE OFFICERS AND SUPPORT STAFF

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Owning Department:	Human Resource Services
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1 POLICY STATEMENT

There is no statutory duty placed upon employers to have a Career Break Policy and therefore members of staff do not have a statutory right to apply for, or be granted, a career break.

It is however recognised as good human resource practice to have a written policy and that each individual application should be considered on its merits, taking cognisance of the operational requirements and work demands of the organisation.

This policy sets out the procedures and processes for members of staff wishing to take a career break and takes into account employment legislation, support staff terms and conditions of employment, police regulations and best practice.

Tayside Police wish to ensure that all members of staff are aware of their responsibilities so that they can plan for their career break, be supported during the break and return to work having derived maximum benefit from their break, and are assisted in their reintegration into the workplace.

Matters relating to career breaks can be complex. A member of staff considering applying for a career break is advised to seek advice at an early stage from a Human Resources Adviser.

A member of staff should not put in place any arrangements for a career break until their request has been approved in writing by the relevant member of the Force Executive.