

## **Compassionate Leave Policy**

A member of staff has enquired about compassionate leave, which the Council do not have a policy on at present. It was agreed that the Council would adopt the High Peak Borough Councils policy as follows:-

That compassionate leave be reserved for close family bereavement and maybe widened at the Councils discretion.

That the Council would agree to exercise some flexibility by one of the following options if applicable:-

- One days leave to attend a funeral
- A temporary variation in working hours
- Making up of hours at a later date
- A period of unpaid leave
- Bringing forward some days from the following years leave entitlement.

Agreed at Full Council 6 February 2007

Reviewed 31 October 2017

Reviewed and amended - 27 November 2018

Reviewed 26 November 2019

Reviewed and agreed 3 December 2019

Reviewed 18 May 2021