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Carers' Leave

An EPM Guide



A Guide to Carers Leave

Carers leave is a relatively new type of entitlement introduced in April 2024. Although it is a new type of leave, it is quite likely that you already have similar or more favourable terms in place. This guide will explain what the leave is and responsibilities on both sides.

Dependant

In the context of this legislation a dependant is someone who has:

- a physical or mental illness or injury that means they're expected to need care for more than 3 months
- a disability (as defined in the [Equality Act 2010](#))
- care needs because of their old age

Carer

In the context of this legalisation carer is anyone on whom a dependant relies on for care.

Carers Leave

Employees are entitled to 1 week off every 12 months, from the 1st day of their employment. This can be taken as a whole week, half days or full days.

Note: week is their normal working week, i.e. if they are contracted and work 3 days a week, that is their entitlement to carers leave.

Responsibilities:

Employee Responsibilities	Employee needs to give notice of leave. If a half a day or a day are requested then minimum 3 days notice are required. Longer periods of leave require notice which is twice as long as the length of leave requested. This needs to be in full days, even if request if for half days. This does not need to be in writing and no evidence of dependents care needs is required.
Employer Responsibilities	You cannot refuse the request but you can ask to delay it. If leave is being delayed you must: • agree another date within one month of the requested date for the leave • put the reason for the delay and new date in writing to the employee within 7 days of the original request, and before the requested start date of the leave

Further questions?

Your EPM People Adviser is available should you have specific questions or require further advice so please get in touch with them.