

# Special Leave Policy Statement



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|-----------------------------|-------------------------|
| <b>Policy Number</b>        | 213                     |
| <b>Policy Owner</b>         | Head of HR              |
| <b>Version</b>              | 0.1                     |
| <b>Last Review Date</b>     | April 2011              |
| <b>Next Review Date</b>     | April 2013              |
| <b>Date of SDG approval</b> | July 2011               |
| <b>Protective Marking</b>   | Not protectively marked |

| <b>This document has been assessed for:</b> |                                     |
|---|-------------------------------------|
| Compliance with Legislation                 | <input checked="" type="checkbox"/> |
| Equality Impact Assessment                  | <input checked="" type="checkbox"/> |
| Freedom of Information issues               | <input checked="" type="checkbox"/> |
| Human Rights compliance                     | <input checked="" type="checkbox"/> |
| Health and Safety                           | <input checked="" type="checkbox"/> |
| Risk Management                             | <input checked="" type="checkbox"/> |

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## **1. Policy statement**

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Cleveland Police is committed to supporting Police Officers and Police Staff that from time to time, need additional support to help them to balance their contractual obligations at work with their domestic responsibilities, and may need some time away from work.

Special leave incorporates a number of "leave" procedures which support the Forces' continuing commitment to work-life balance. Cleveland Police recognises the benefits about achieving a balance between work requirements and home life to the mutual benefit of both the organisation and the individual.