

# London Borough of Bexley - Periods of Notice

HR Service Effective from February 2019

## 1. Introduction

Please note that notice is based on continuous service with Bexley only. Where you have more than one employment in Bexley, each contract will be considered separately for the purposes of notice. Separate arrangements exist where an employee has been transferred to the Council under the Transfer of Undertakings (Protection of Employment) Regulations or by statutory order. Please contact the HR Service for more information.

For Teaching staff and staff on NHS terms & conditions please refer to your contract of employment, the relevant Terms & Conditions Document or contact your HR Service.

Grade	Period of continuous employment – Bexley service	Minimum period of notice that you are entitled to*	Minimum period of notice that you are required to give in writing
Bexley 20 to 27 Bexley LD and LG Bexley VG	4 weeks or more	3 months	3 months
Bexley 12 to 19 SM1, TM1, PP1 CSW3, L7, L9, L10, L11, L12  Soulbury (except Designated Assistant Chief Officers and Heads of Service for whom the Bexley 20-27 periods apply)	4 weeks or more but less than 9 years  9 years or more	2 months  1 week for each year up to a maximum of 12 weeks	2 months
Bexley 1 to 11 CSW2  BexleySW2/3	4 weeks or more but less than 5 years  5 years or more	1 month  1 week for each year up to a maximum of 12 weeks	1 month
Youth and Community Workers (JNC terms & conditions only)	Less than 9 years  9 years but less than 12 years  12 years or more	Not less than 2 months  1 week for each year of service  12 weeks	2 months

\* Any individual dismissed due to failed probation will be entitled to one week's notice.