

 Imagination

UK COMPASSIONATE LEAVE GUIDE



What's it about?

We understand that life does not always go as planned and you may need time away from work to help you through certain situations. Compassionate leave allows you to do just that.

You can take periods of compassionate leave, for example, to support you in the loss of a family member or friend and to assist family and close friends should they be struggling with sensitive or upsetting situations.

The Features

- ▲ You can take up to 5 days paid compassionate leave
- ▲ Should you feel that you need more time to spend with your family speak with your manager and they will look to support you as far as possible.
- ▲ In circumstances when a full return to work may not be immediately possible, a phased or part-time return to work may be appropriate to support you during this difficult time. Your manager will be able to discuss this with you
- ▲ We recognise diversity within Imagination and the level of support needed may differ. Your manager can help with this to ensure you have the relevant support
- ▲ Independent and confidential support is available through the Global Employee Assistance Programme

Situations are never the same for everyone. Speak with your manager who will talk with you about support services that are available.



www.imaginationtech.com

UK t: +44 1923 260511

This document is intended as a helpful guide for employees and summarises the principal Compassionate Leave provisions for Imagination's UK based employees, it does not constitute a comprehensive policy statement. In the event of a dispute Imagination Technologies will respect all relevant statutory requirements.