

# Supporting the Transition: 5 Key Policies and Guidance

## ○ **Future of Work:**

Whilst it is expected that the vast majority of employees will be working back on Campus at the beginning of the next academic year, the pandemic has had a significant impact on the way people work, live and study. This guidance covers key considerations about Flexible and Hybrid Working.



## ○ **Flexible Working Policy:**

Staff will be considering how they want to work going forward, and it is very likely there will be an increase in flexible working requests. You also can find additional guidance on work patterns [here](#).



## ○ **Additional Leave Entitlements:**

Staff can request additional leave in a range of circumstances, including time off to care for dependents, or during a bereavement. You can find the full list under 'Leave and Absence' on the [HR Policies page](#).



## ○ **Sickness Absence Toolkit:**

The sickness absence toolkit contains guidance on how to handle a range of circumstances such as frequent short term illness, and making reasonable adjustments to accommodate a disability or other circumstance.



## ○ **People Manager's Mental Health Toolkit:**

Mental Health problems are on the rise, and the pandemic has only accelerated this. The People Manager's Toolkit provides guidance and tools to help you support your staff if they have a mental health condition.

