



Tao Complex Care

52 East Parade, Harrogate, North Yorkshire, HG1 5LT



4. Policy

- 4.1** Tao Complex Care will comply with the WTR and the ERA and any subsequent amendments which may come into force and which govern annual leave entitlements.
- 4.2** Tao Complex Care will always meet its obligations to provide at least statutory minimum annual leave to all employees and workers who are entitled to it.
- 4.3** Managers will be responsible for ensuring that the workload does not prevent employees and workers from taking holiday, whilst also ensuring that the needs of Tao Complex Care and Service Users are taken into account.
- 4.4** This policy does not form part of any employee's contract of employment and Tao Complex Care may vary or amend it at any time.