

30 September 2015

**JS/15/57****Changes to Handbook of Conditions of Service – Family Leave**

Dear Colleague

The SNCT Joint Secretaries are aware that some aspects of the SNCT Handbook Part 2, Section 7 Family Leave require revision.

In the meantime your attention is drawn to the wording of paragraphs 7.7.2 & 7.7.3 which should be amended to read as follows:

7.7.2 Employees are entitled to 18 weeks in total for each child and adopted child.

7.7.3 This leave can be taken up until the child's 18<sup>th</sup> Birthday.

Revised pages for insertion in the Handbook will be issued in due course.

Yours sincerely

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