

Carer's Leave Policy

Our approach

Many of us have caring responsibilities - for a parent, a partner, a child with additional needs, or someone else who depends on us. We recognise this, and we want to support you.

Carer's leave gives you the right to take time off to provide or arrange care for a dependant who has a long-term care need. It is a day-one right - you do not need any minimum length of service.

Your entitlement

You can take up to one working week of unpaid carer's leave in any rolling 12-month period. You can take it in half-day blocks - you do not have to take a full week at once.

Who counts as a dependant

A dependant is someone who reasonably relies on you for care. This includes your spouse or civil partner, child, parent, or anyone who lives in your household (other than a lodger, tenant, or boarder). It can also include someone outside your household who reasonably relies on you for care.

The dependant must have a long-term care need - this means a physical or mental illness or injury that requires (or is likely to require) care for more than three months, a disability under the Equality Act 2010, or care needs connected to old age.

Letting us know

Please give us notice that is at least twice the length of the leave you are requesting, plus one day. For example, if you want to take one day of carer's leave, give us at least three days' notice.

In practice, we understand that caring situations are not always predictable. If you cannot give the full notice, talk to your manager and we will do our best to accommodate you.

Can we postpone it?

In limited circumstances, we may ask you to take the leave at a different time - but only if granting it at the time requested would cause serious disruption and it is reasonable to postpone. We will always discuss this with you first and confirm in writing.

Pay

Carer's leave is unpaid. Your other terms and conditions continue as normal.

Questions

If you have caring responsibilities and want to discuss what support is available, contact peopleteam@milbank.co.uk.

milbankgroup.co.uk

Version	Date	Author	Changes
V1	09/01/2026	Milbank Group	Creation
V2	30/04/2026	Milbank Group	Approved